



Registered Charity Number 1060574

Annual General Meeting Information Pack

2023 - 2024



Annual General Meeting

Monday 14th October 2023 7.30pm

The Sanctuary Lillington Free Church

Vice Presidents - Mr H Griffiths, Mr J Clare, Mr K Etter

AGENDA

1. **Introduction and welcome**
2. **Apologies for absence**
3. **Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 25th October 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR) Chapter 5.5 -. Local governance and finance of Districts
 - c. Note the District's financial year.
4. **Review of the previous year**
 - a. The District Lead Volunteer's review.
 - b. Receive and consider the Annual Report of the Trustee Board, including the annual Statement of the Accounts.
 - c. Result of the District Levy Review.
5. **Making appointments**
 - a. Appoint the District Treasurer, following recommendation from the Trustee Board.
 - b. Appoint members of the District Trustee Board, following recommendations from the Trustee Board.
 - c. Appoint the Independent Examiner.
 - d. Appoint the Vice Presidents,
6. **Closing remarks.**
7. **Awards**

LEAMINGTON DISTRICT SCOUT COUNCIL

Draft Minutes of the Annual General Meeting held on Monday 9th October 2023 The Sanctuary, Lillington Free Church

Meeting opened at 7.32pm. There were 16 in attendance.

1. *Chairman's welcome and opening remarks*

Mark Payne welcomed all attendees to the Annual General Meeting, in particular the County Commissioner Paul Wakely, Leamington District Vice-Presidents Jack Clare and Kevin Etter and guest scouter John Clare supporting our centenarian vice-president.

2. *Apologies for absence*

Apologies were received from Matthew Drinkhall, Malcolm Doody, Chris Wynne, Tessa Fulton-Lieuw, Peter Schofield, Andrew Law, Paul Buckley, Andrew Buckley, Gill Friar, Matthew Friar, John Godbert, Helen Pollock, Howard Griffiths.

3. *Approval of minutes from Thursday 26th January 2023 AGM*

The Minutes of the previous AGM were approved as a true and accurate record.

Proposed: Graham Howe Seconded: Kevin Etter
and followed by a murmur of approval.

There were no matters arising.

4. *Reports*

a. *The District Commissioner*

Mark highlighted that much of his year had been taken up supporting groups getting back up to strength as the impact of lockdown has had a long-term impact on groups and their leadership teams. It was pleasing to see 1st Sydenham Scout Group restart in November 2022 and continue to grow, supported by neighbouring 1st Radford Semele Scout Group. Also rejuvenated Explorers with Trident Explorers starting up in September with a tri partnership with 1st/6th, Radford Semele and Sydenham.

Many groups had been involved in the celebrations for the Coronation of King Charles III, followed by over 400 young people enjoying District Rejuvenate Camp at Blackwell. Mark wanted to thank those who have been so heavily involved to make it a success from new leaders experiencing camping for the first time and also the events team making it all happen.

District Commissioner

Mark Payne

District Chairman

Vacant

District Treasurer

Ian Welch

District Secretary

Brian Friar

He thanked the Appointments team for innovating a variety of ways to deal with a significant backlog of Welcome Conversations as well as keeping up with a significant flow of new leaders in the District.

It was also great to see Hatton Campsite being brought back into full use, as ever, the site needs continued support of the team to maintain, manage and improve the site.

In the coming months, we will be transitioning from a District Executive to a Board of Trustees as part of the transformation in Scouting, at which point Mark intends to reshape and refocus the team.

To help determine the direction for the new District Team, he will be holding some half day sessions with representatives from the District to inform the thinking and strategy going forward.

He thanked the District Team for showing great adaptability and commitment to support young people and leaders as well as in training, nights away, events and communications.

Finally, a thank to all the leaders and supporters who week in, week out continue to do so much to make scouting happen in an exciting way all across the District.

To thank end it has been possible to submit and have approved 21 awards across the District in the last year.

Serving as Leamington District DC is still a privilege and he looks forward to continuing to support everyone in the coming year.

b. *The District Treasurer*

Ian presented the accounts and thanked Keith Ford for conducting an independent examination.

A 12p increase in the District Levy was proposed by Gordon Ferguson and seconded by Graham Howe and there was a murmur of approval.

c. *District Secretary - Trustees Report*

The District Secretary's report is included in the AGM pack circulated to the Scout Council include was a summary of the Appointments activity for the year.

A draft updated constitution was also included in the pack, although this would be honed in the coming months to be adopted at the next AGM.

5. *Appointment of Independent Examiner*

Mark thanked Keith Ford for auditing the accounts this year, and it was confirmed that Keith Ford would be the appointed auditor for the coming financial year.

Proposed Hilary Crosby Seconded Ben Steele.

Unanimously Approved at the meeting.

6. *District Commissioner's nomination for District Chairman*

The District Commissioner did not have anyone to nominate as District Chair for the meeting, so the position is now vacant until a successor is found and appointed.

7. **Election of Officers**

- a. District Treasurer – Mr Ian Welch
Proposed: Kevin Etter, Seconded: Graham Howe

Unanimously Approved at the meeting.
- b. District Secretary – Brian Friar
Proposed: Hilary Crosby, Seconded: Penny Steele

Unanimously Approved at the meeting.
- c. Appointments Secretary – Brian Friar
Proposed: Ben Steele, Seconded: Graham Howe

Unanimously Approved at the meeting.

8. **Election of District Executive Committee**

a. **Ex-Officio Members:**

I.	District Commissioner	Mark Payne
II.	Deputy District Commissioner (Plan)	Michael Hepburn
III.	Deputy District Commissioner (Program)	Andy Law
IV.	District Chairman	Vacant
V.	District Treasurer	Ian Welch
VI.	District Secretary	Brian Friar
VII.	District Youth Commissioner (Plan)	Ben Steele.

b. **For Nomination:**

Gordon Ferguson – Hatton Campsite Manager

c. **For Election:**

Group Representatives to the District Executive:
Mandy Hughes – 4th Leamington St Mark's
Chris Wynne – 12th Leamington

No other nominations were received:

Elections were proposed: Graham Howe Seconded: Michael Hepburn

Unanimously Approved at the meeting.

d. **AAC**

The following Scouters were proposed to continue to serve as the AAC panel for the coming year.

Graham Howe – Chair

David Booth
 Gillian Friar
 Gordon Ferguson
 Hilary Crosby
 Paul Buckley
 Phil Houghton

It was also confirmed that the District would look to appoint at least two youth members to the AAC and extend the size of the AAC to give more flexibility in the timing and frequency of future AACs

No other Scouters in the meeting wished to be considered for the AAC panel.

The members were elected en bloc

Proposed by: Ben Steele Seconded: Kevin Etter

Unanimously Approved at the meeting.

e. Approval of nomination to Warwickshire County Scout Council

This position is now being fulfilled by each District Chairperson, in the absence of a District Chair and Brian confirmed he was happy to continue in this role until a District Chair is appointed.

9. County Commissioner – Paul Wakeley

Paul gave a short presentation on behalf of the county. He thanked all in Leamington District for continuing their great support of Scouting and the support received by the District Team and encouraged the District to embrace opportunities presented in the transformational changes ahead. He encouraged the development of Squirrel Drey's in the district where those opportunities became available.

10. Awards

The following received awards presented by the County Commissioner:

- Graham Howe – Silver Acorn
- Gordon Ferguson – Bar to the Silver Acorn
- Jack Clare – Commissioners Commendation

11. A word from our vice-president – Jack Clare

It was great to see our longest serving Scouter Jack Clare at nearly 103 has a wealth of knowledge and experience to offer to the District.

While thanking the District for his award, Jack was keen to relate a few of his past experiences, but importantly he wanted to re-enforce the message of the value of Scouting to young people in this day

and age and encourage as many as possible to keep engaged and supporting Scouting and a personal wish to see a scouting presence reestablished in Lillington with an offer of support in any way he can.

Thank you to his son John for assisting so that Jack could attend the AGM.

12. Closing Remarks

Thanks were given to all those who turned out for the evening to represent their Groups and the District.

Thanks to Lillington Free church for the provision of a great venue.

Light refreshments were served the at the end of the meeting.

The meeting closed at 8:28pm.

Approved

Signed.....(DC) Dated.....

Independent Examiner's Report to the Trustees of the

Leamington District Scout Council
Registered Charity No 1060574

I report on the accounts of the Leamington District Scout Council for the year ended 31st July 2024
which comprise the Statement of Financial Activities, set out as attached.

Respective responsibilities of Trustees and Examiner

The Leamington District Scout Council Committee are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *):

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act ;and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Name:Keith Ford

Qualification:FCA.....

Address:Pointers, Gallows Green, Alton, Staffordshire ST10 4BN.....

.....

Date: 10/10/24.....

Signed: 

Approved by the Trustees on 9/9/24 and signed on their behalf by:

..... (Chairman/G.S.L) (Treasurer)

LT700006 (1st February 2017)

Leamington District Scout Council

Receipts and Payments Account

Registered Charity

No 1060574

Year start date

Year end date

For the year from	1st August 2023	31st July 2024
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Receipts and payments

	2023/24		2022/23		
	Unrestricted funds	Restricted funds	Total funds	Total funds	Notes
	£	£	£	£	
Receipts					
BEAVERS	-	-	-	-	1
CUBS	1,220.00	-	1,220.00	-	2
SCOUTS	-	-	-	-	3
EXPLORERS	-	-	-	-	4
YOUNG LEADERS	-	-	-	-	5
NEW GROUPS	-	-	-	-	6
HATTON	12,854.96	-	12,854.96	8,731.54	7
CONSUMABLES/ADMINISTRATION	-	-	-	-	8
BANK INTEREST/CHARGES	703.31	-	703.31	239.63	9
CLIMBING WALL	-	-	-	-	10
FUND RAISING	-	-	-	-	11
DONATIONS	-	-	-	-	12
CAPITATION	50,352.78	-	50,352.78	46,377.24	13
LEADER TRAINING/MATERIALS	-	-	-	-	14
DISTRICT EVENTS	2,764.60	-	2,764.60	10,790.28	15
INSURANCE	-	-	-	-	16
CLOSURE FUNDS	-	-	-	-	17
INTERNATIONAL FUNDS	-	-	-	-	18
MISCELLANEOUS	-	-	-	-	19
	-	-	-	-	
	-	-	-	-	
Total Gross Income	67,895.65	-	67,895.65	66,138.69	
Asset and investment sales, etc.	-	-	-	-	
Total receipts	67,895.65	-	67,895.65	66,138.69	

Leamington District Scout Council

Receipts and Payments Account

Registered Charity

No 1060574

Year start date

Year end date

For the year from	1st August 2023	31st July 2024
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Receipts and payments

	2023/24		2022/23		
	Unrestricted funds	Restricted funds	Total funds	Total funds	Notes
	£	£	£	£	
Payments					
BEAVERS	20.50	-	20.50	42.19	1
CUBS	5,694.04	-	5,694.04	144.30	2
SCOUTS	-	-	-	-	3
EXPLORERS	-	-	-	-	4
YOUNG LEADERS	435.20	-	435.20	-	5
NEW GROUPS	-	-	-	-	6
HATTON	11,776.04	-	11,776.04	8,225.42	7
CONSUMABLES/ADMINISTRATION	1,069.19	-	1,069.19	1,185.38	8
BANK INTEREST/CHARGES	-	-	-	-	9
CLIMBING WALL	-	-	-	-	10
FUND RAISING	-	-	-	-	11
DONATIONS	20.00	-	20.00	20.00	12
CAPITATION	44,712.50	-	44,712.50	40,959.00	13
LEADER TRAINING/MATERIALS	182.61	-	182.61	-	14
DISTRICT EVENTS	126.62	-	126.62	11,846.18	15
INSURANCE	2,398.22	-	2,398.22	-	16
CLOSURE FUNDS	-	-	-	-	17
INTERNATIONAL FUNDS	825.00	-	825.00	800.00	18
MISCELLANEOUS	-	-	-	-	19
BADGES	-	-	-	12.70	20
	-	-	-	-	
Total Gross Expenditure	67,259.92	-	67,259.92	63,235.17	
Asset and investment purchases, etc.	-	-	-	-	
Total payments	67,259.92	-	67,259.92	63,235.17	
Net of receipts/(payments)	635.73	-	635.73	2,903.52	
Transfers between funds	-	-	-	-	
Cash funds last year end	46,943.54	9,738.71	56,682.25	53,778.73	
Cash funds this year end	47,579.27	9,738.71	57,317.98	56,682.25	

Statement of assets and liabilities at the end of the year

		2023/24		2022/23
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Cash funds				
Bank current account	1,241.64	-	1,241.64	1,743.23
Bank deposit account	17,227.78	9,738.71	26,966.49	50,646.20
Bank deposit account 2 Hatton	27,099.93	-	27,099.93	2,744.97
Bank deposit account 3 Events	423.33	-	423.33	-
The Scout Association Short Term Investment Service	-	-	-	100.48
STRIPE Expense Account	1,586.59	-	1,586.59	1,447.37
Total cash funds	47,579.27	9,738.71	57,317.98	56,682.25
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's own use				
Loans to New Groups	-	-	-	-
Hatton - Norton Cabin	125,561.55	-	125,561.55	132,170.05
50% Climbing Wall and associated equipment	320.00	-	320.00	320.00
50% of 'Leamington & Warwick Climbing Wall' account as at 31/5/16	1,057.11	-	1,057.11	1,057.11
Camp Equipment	174.34	-	174.34	193.71
Flags	191.56	-	191.56	212.84
Mower	193.71	-	193.71	215.23
Sub total	127,498.26	-	127,498.26	134,168.95
Liabilities				
Unreconciled Cheques	-	-	-	-
Capitation to HQ & County (estimate)	51,000.00	-	51,000.00	47,000.00
Hatton - Lease, Electric, Water, Maintenance (estimate)	12,000.00	-	12,000.00	9,350.00
Advances/Capitation	-	-	-	43.56
Insurance (estimate)	3,000.00	-	3,000.00	3,000.00
MPLC Licence (estimate)	550.00	-	550.00	500.00
Sub total	66,550.00	-	66,550.00	59,893.56

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 9th January 2024 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	

NOTES

BEAVERS

District Camp	1	0.00	20.50
County Fun Day		0.00	0.00
District Christingle		0.00	0.00
		<u>0.00</u>	<u>20.50</u>

CUBS

Sports Day	2	0.00	0.00
Xmas Capers		0.00	2485.00
District Camp		1220.00	1864.80
Kenilworth Castle Challenge		0.00	0.00
Cross Country		0.00	0.00
Swimming Gala		0.00	1344.24
		<u>1220.00</u>	<u>5694.04</u>

SCOUTS

District Camp	3	0.00	0.00
District Soap Box		0.00	0.00
District Dragon Boat Racing		0.00	0.00
		<u>0.00</u>	<u>0.00</u>

EXPLORER SCOUTS

District Halloween Camp	4	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

YOUNG LEADERS

Leamington Network Lasertag	5	0.00	435.20
		0.00	0.00
		<u>0.00</u>	<u>435.20</u>

HATTON

Electric	7	338.89	742.19
Grass Cutting		0.00	0.00
Camp Fees		12317.40	188.00
Lease & Legal Fees		0.00	800.00
Maintenance/Expenses		198.67	9950.20
Water		0.00	50.05
Fund Raising/Donations		0.00	0.00
Rates		0.00	14.70
New Build		0.00	0.00
Insurance		0.00	2398.22
Gas		0.00	30.90
		<u>12854.96</u>	<u>14174.26</u>

CONSUMABLES/ADMINISTRATION

Expenses DC	8	0.00	495.15
AGM expenses		0.00	0.00
Room Hire		0.00	20.00
Training		0.00	0.00
Badges		0.00	0.00
Expenses ADC Scouts		0.00	0.00
Expenses ADC Cubs		0.00	0.00
Expenses ADC Beavers		0.00	0.00
MPLC Licence		0.00	537.20
Expenses DESC Explorers		0.00	16.84
		<u>0.00</u>	<u>1069.19</u>

BANK INTEREST/CHARGES

STIA Interest	9	4.04	0.00
Bank Deposit Account Interest		699.27	0.00
		<u>703.31</u>	<u>0.00</u>

CLIMBING WALL

Insurance reimbursements	10	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

FUND RAISING	11		
Group activity		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
DONATIONS	12		
Poppy appeal		0.00	20.00
		<u>0.00</u>	<u>20.00</u>
CAPITATION	13		
Group funds passed through		50352.78	44712.50
		<u>50352.78</u>	<u>44712.50</u>
LEADER TRAINING/MATERIALS	14		
ADC LTM expenses		0.00	182.61
		<u>0.00</u>	<u>182.61</u>
DISTRICT EVENTS	15		
District Camp/Explorer Camp/ Explorer BBQ		2764.60	126.62
		<u>2764.60</u>	<u>126.62</u>
CLOSURE FUNDS	17		
Lillington Closure Funds		0.00	0.00
1st North Leamington allocation		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
INTERNATIONAL FUNDS	18		
Belize Camp		0.00	825.00
World Scout Jamboree		0.00	0.00
Explorer Belt Netherlands		0.00	0.00
		<u>0.00</u>	<u>825.00</u>
MISCELLANEOUS	19		
		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
BADGES	20		
Stock of District Badges		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
TOTAL		<u>67895.65</u>	<u>67259.92</u>

1 ACCOUNTING POLICIES

a. Charity information

The financial statements reflect the different activities carried out by the Leamington District Scout Council. The principle activities are District Events, oversight of the Groups in the District, and administration for Hatton Camp Site.

b. Basis of preparation

The accounts are prepared on a receipts and payments basis using the historical cost convention. The financial statements have been prepared in accordance with applicable accounting standards and comply with the Statement of Recommended Practice 2005 as it applies to receipts and payments accounting for smaller charities.

c. Nature of Funds

Funds are divided between General Funds and Restricted Funds. General Funds would be designated for day to day running and budgetary purposes. Restricted Funds comprise of amounts set aside to be used for particular purposes.

d. Assets

Current Assets are reflected at historical cost and then written down over their useful life on a reducing balance basis at a rate of 10% per annum.

Land and Buildings are reflected at historical cost and then written down over their useful life on a reducing balance basis at a rate of 5% per annum.

Independent Examiner's Report to the Trustees of the Leamington & Warwick District Scouts Climbing Wall

I report on the accounts of the Leamington and Warwick District Scouts Climbing Wall for the year ended 31st May 2024

which comprise the Statement of Financial Activities, set out as attached.

Respective responsibilities of Trustees and Examiner

The Leamington and Warwick District Scouts Climbing Wall Committee are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *):

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act ;and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Name:Keith Ford.....

Qualification:FCA.....

Address: Pointers, Gallows Green, Alton, Staffordshire ST10

4BN.....

Date: 10/10/24.....

Signed: 

Approved by the Trustees on 9/9/2024 and signed on their behalf by:

..... (Chairman/G.S.L) (Treasurer)

LT700006 (1st February 2017)

Account Summary for the period from 1st June 2023 to 31st May 2024

<u>Funds as at 1st June 2020</u>		£ : p	£ : p
Bank Account	=	2114.22	
Petty Cash	=	0.00	
Total	=	2114.22	2114.22
Income over Expenditure	=		0.00
			<u>2114.22</u>

Funds as at 31st May 2021

Bank Account	=	2114.22	
Petty Cash	=	0.00	
Total	=	2114.22	2114.22

Assets

Year to
31.05.24

Year to
31.05.23

MONETARY ASSETS

Bank Current Account	2114.22	2114.22
Outstanding Cheques	0.00	0.00
Petty Cash	0.00	0.00
	<u>£ 2,114.22</u>	<u>£ 2,114.22</u>

OTHER ASSETS

Climbing Wall & associated equipment	360.00	590.00
Associated Equipment	0.00	50.00
	<u>£ 360.00</u>	<u>£ 640.00</u>

LIABILITIES

Year to
31.05.24

Year to
31.05.23

Insurance - Public Liability (estimate)	0.00	0.00
Insurance - Equipment (estimate)	0.00	0.00
Maintenance (estimate)	0.00	0.00
	<u>£ -</u>	<u>£ -</u>

Trustees' Annual Report

For the period

From (start date)

0	1	1	8	2	3
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 to end date

3	1	0	7	2	4
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Section A	Reference and administration details
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Charity name

Leamington District Scouts									
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Other names the charity is known by

--	--	--	--	--	--	--	--	--	--

Registered charity number (if any)

1	0	6	0	5	7	4
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HQ registration number

1	0	0	0	1	6	4	0
---	---	---	---	---	---	---	---

Charity's principal address

Hatton Campsite													
Stoney Lane, Hatton													
Warwick, Warwickshire													
Postcode							C	V	3	5	7	H	R

Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mark Payne	District Commissioner	
2	Michael Hepburn	DDC Plan	
3	Andy Law	DDC Program	to August 2024
4	Ian Welch	District Treasurer	
5	Ben Steel	DYC	
6	Brian Friar	District Secretary	
7	Gordon Ferguson	Hatton Campsite Warden	
8	Mandy Hughes	Trustee	
9	Chris Wynne	Trustee	to June 2024
10	Jenny Tyreman	DNSC	from November 2023
11	Olly Bodfish	DNSC	from November 2024
12	Bec Thornton	DESC	from May 2024
13			
14			
15			

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

(These will be published in the annual report of the charity)

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:	<p>The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout 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.</p> <p>The Trustee Board consists of the Chair, Treasurer and 6 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets one per school term..</p> <p>Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.</p> <p>This District Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.</p>
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	

Section B Structure, governance and management (continued)	
Risk and Internal Control (Specimen 1)	
<p>The District Trustee Board has identified the major risks to which they believe the District is exposed, these have been reviewed and systems have been established to mitigate against them. The 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 Districts. Similar reciprocal arrangements exist with these organisations. 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>	

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 Board could raise the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District. If there was a reduction in the number of leaders to an unacceptable level in a particular section 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 the District.

Reduction or loss of members. The District provides activities for all young people aged 4 to 18. If there was a reduction in membership in a particular section 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 the District.

Risk and Internal Control (Specimen 2)

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and: - enjoy what they are doing and have fun - take part in activities indoors and outdoors - learn by doing - share in spiritual reflection - take responsibility and make choices - undertake new and challenging activities - make and live by their Promise.</p>

Summary of the main activities in relation to these objects

Over the last year, it's been great to see our local groups & units getting fully back into the swing of things with more nights away events & adventurous activities being undertaken as our confidence to do so has continued to increase, following on from getting everyone back face-to-face again. We have also seen a number of groups who have grown back to full capacity and who are now limited by the number of regular volunteers that they have available to support them - recruitment therefore continues to be a key focus for us as we aim to enable more people to do more Scouting more often. This return to something closer to business as usual when it comes to day-to-day Scouting has also allowed me to start spending more time with our Group Scout Leaders to understand how we can best support them as a District team as they consider how to move their groups forward.

It has also been pleasing to see to our District programme continuing to grow in terms of what we can offer to support local activities & initiatives - well done & thank you to everyone involved in making everything happen! Our Cubs section has continued to lead the way in terms of providing a good range of events and we have been able to ensure that something has been available for every age group to get involved in at some point over the last year. We have also appointed new District teams for Explorers & Network, who are already having a positive impact on the opportunities that we can open up for their sections. Earlier this year, Andy Law decided to take a step back from Scouting to focus on other priorities and I would like to take this opportunity to thank him personally for all he has done & delivered for us over the years. We are currently in the process of recruiting new members to our District team to support Beavers & Scouts which will bring our programme team back up to full strength once more.

For the past 12 months, transformation has been an emerging topic that has been continuing to gather pace & clarity, with significant changes planned for later this autumn. As a District team, an increasing proportion of our time has been spent working through how to get ready for the changes that are coming our way - both at a District & local level - and I would like to acknowledge & thank the members of our Trustee Board team & our sub committees for their support in keeping everything running smoothly and ensuring that we remain safe, legal & financially sound in all that we do, particularly in key areas such as Finance, Appointments & Hatton Campsite. Despite a number of attempts, we have not yet appointed a District Chair, so this remains high up on our to do list to ensure that we can offer the independent oversight to our activities that we will need to going forward. In all that we have done, our District team have continued to show great adaptability & commitment to support our young people & their leaders and our young leaders as well as in training, events, nights away & communication and I would like to thank everyone for ensuring that we have done our best to support everyone over the last year.

As always, throughout the year, it has been my pleasure to spend time with those who are central to everything we do - our young people & their leaders. With this in mind, my final thank you as always is therefore to all our local volunteers especially our Section Leaders, Group Scout Leaders & Group Trustee Boards who between them have done & continue to do so much - week in, week out, often unnoticed - to keep everything going. I really appreciate the hard work that they put in and the passion that they have for what they do. With this in mind, it has therefore been particularly

pleasing to see the progress that we have been continuing to

make on recognising the contribution that our volunteers have made through the Good Service Awards scheme where we have submitted & had successfully approved a further 31 awards in the last year.

It remains my privilege to continue to serve you as your District Commissioner & I look forward to spending time with you all in

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Public benefit statement

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

Section D	Achievements and performance
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Summary of the main achievements of the charity during the year

See Activities Section above.

Section E	Financial Review
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Brief statement of the charity's policy on reserves

Reserves Policy

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The District Trustee Board considers that the District should hold a sum equivalent to 12 months running costs, circa £5K.

The District held reserves of approximately £25K against this at year end. This is above the level/below required for operating expenses. However this is help with the cost of refurbishment of the toilet block.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Further financial review details (optional information)

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

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives;

Investment Policy (Specimen 1)

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.

The District Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the District 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.

Investment Policy (Specimen 2)

The District does not have sufficient funds to invest in longer term investments. The District has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Section FOther Optional Information

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

Section GDeclaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair)

Date

