

**Ruislip Eastcote Northwood District Scout Council**  
**Annual Report**

**For the year ended 31<sup>st</sup> March 2021**

**Index**

	<b><u>pages</u></b>
<b>Trustee Information</b>	<b>2</b>
<b>Report of the Trustees</b>	<b>3</b>
<b>Report of the Chairman of the Finance Subcommittee</b>	<b>9</b>

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

### **Reference and Administration Information**

**Registered Charity number**    **1066010**

**Scouts Registration number**    **10001049**

**Charity's principal address**                      c/o Mr Richard Plume  
45 Hallowell Road  
Northwood  
Middlesex HA6 1DT

<b>Trustee Name</b>	<b>Office</b>
Christine Bennett	District Commissioner & District Explorer Scout Commissioner
John Field	District Commissioner
Leo Mindel	District Scout Network Commissioner to 13/05/2020
Paul Spencer	Chair
Helen Evans	Secretary
David Pinn	Treasurer
Rishi Varodaria	District Youth Commissioner
Neil Lattimer	Elected Member
D Malcolm Penny	Elected Member
Edward Greer	Elected Member
Jonathan Norton	Elected Member
Richard Plume	Nominated Member
Robert Smith	Nominated Member
Stephen Tuckwell	Nominated Member to 31/12/2020
Margaret Sullivan	Nominated Member
Trevor Alexander	Co opted Member

**Bankers:**    CAF Bank Ltd  
25 Kings Hill Avenue  
West Malling  
Kent ME19 4JQ

**Adviser (Independent Examiner)**    Mr K Mulvaney  
43a Hallowell Road  
Northwood  
Middlesex HA6 1DT

**Adviser (Financial Investments)**    Prospect Wealth Management  
4 Eastcheap  
London EC3M 1AE

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

### **Report of the Trustees**

#### **Introduction**

The Trustees present their Report for the year ended 31<sup>st</sup> March 2021.

#### **Structure, Governance and Management**

The District is part of Greater London Middlesex West Scout County and its governing documents are those of the Scout Association. They comprise a Royal Charter, which in turn gives authority to the Bye Laws and the Policy, Organisation and Rules (POR) of the Scout Association. The District is a Trust established under the rules that are common to all Scouts. The Trustees are appointed in accordance with POR.

The District is managed by a District Executive Committee, 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 registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Commissioner(s) 4 Elected and 4 Nominated Members and other Commissioners in accordance with Policy Organisation and Rules and meets at least twice during the financial year. Members of the Executive Committee complete Trustee Introduction e-learning within the first 5 months of joining the committee.

The District Executive Committee also exists to support the District Commissioners in meeting the responsibilities of their appointments, and is responsible for:

- Maintaining District property
- Raising funds and managing the District finances
- Insuring persons, property and equipment
- Organising District public occasions
- Assisting in the recruitment and training 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.

#### **Risk and Internal Control**

The District does not own or manage any buildings and has in place systems of internal controls that are designed to provide reasonable assurance against mismanagement or loss of funds. These include two signatories (or authorisers in the case of online transactions) for all payments, and a comprehensive insurance policy to ensure that insurable risks are covered. The Trustees have formally delegated to the Finance Subcommittee responsibility for investment decisions.

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

### **Safety and Safeguarding**

The Scouts have rigorous training and monitoring in all their activities.

### **Objectives and Activities**

#### **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.

#### **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.

#### **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.

The Aim of the District is that of the Scout Association, which is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law, and guided by adult leadership.

#### **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.

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

### **Achievements and Performance**

#### **Achievements this year**

The Trustees have supported the DCs and the Scout Groups in the District to provide a diverse range of Scouting activities for the young people whom they serve. Whilst the total membership of Young People in the district is slightly down, all Groups are developing well and continue to provide exciting Scouting.

- 1) The District continues to provide and support activities and training to enable Groups to provide an exciting programme for their members. It is pleasing to report that all groups continued to operate during the Covid pandemic, some more successfully than others.
- 2) As Trustees for Explorer Scout Activities the section has been quite active during this difficult time.
- 3) The Trustees are pleased that many leaders in the District have completed their training and good progress is being made to encourage others to complete at the earliest possible opportunity. The Scouts take training and safety very seriously and are now providing mandatory training for Trustees in the District and Groups to support Safety and Governance
- 4) Members of the District Executive have continued liaising with Hillingdon Council on financial support to Groups in the District, to help fund several Groups which are planning to replace their Scout Huts.
- 5) Other Groups are being supported in the development of plans for their property. Like all building projects they tend to take time!
- 6) Scouting has always been supported by communities as was seen in its early days when many churches and schools sponsored Groups. The County and District have been working with a Muslim Community group who will be re-launching 3<sup>rd</sup> Northwood.

### **Financial Review**

#### **Introduction**

The Financial Report is provided in a separate document which accompanies this report. The District does not undertake any fundraising activities but relies on income from its investments to fund the various activities which it organises.

#### **Reserves Policy**

- a. The funds associated with the two Sections (Explorer Scouts and Network) are not considered as part of the District reserves policy.
- b. The sum of money to which the policy applies in 2020/21 is £487,202

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

- c. £250,000 is a Designated Fund for interest earning, to allow the District to continue in perpetuity to support financially various activities across all Groups and Sections.
- d. Originally a sum of £300,000 was allocated as a Designated Fund for Capital Grants to Groups. This has reduced to £237,202 in 2020/21.
- e. The balance of £67,084 is considered to be current year spending.

### **Investment Policy**

The trustees use the services of a company called Prospect Wealth Management to provide investment management services for approximately 30% of its capital. A further 45% of our capital is invested in a Term Deposit account with Close Brothers Bank. The remainder of the funds are in various interest earning accounts available for use at short notice. Full details are in the Financial Report.

### **Related Party Transactions**

During the year 3 Trustees received reimbursement of payments made on behalf of the Charity. Total amount paid was £2,406.

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

### **Report of The Trustees (cont'd)**

#### **Declaration**

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees

.....  
*Signatures*

.....  
*Full names*

.....  
*Position e.g. Chairman, Secretary*

.....  
*Date*

# **Ruislip Eastcote Northwood District Scout Council**

## **Annual Report**

### **Report of the Chairman of the Finance Subcommittee**

The Trustees consider that the charity is exempt from an audit for the year ended 31 March 2021. The Trustees have acknowledged their responsibilities for ensuring that the charity keeps accounting records that comply with the Charities Act which governs this charity, and for preparing accounts which give a true and fair view of the state of the financial affairs of the charity and of its income and expenditure for the financial year.

I have prepared the associated Annual Accounts based on the detailed accounts and records maintained by the District Treasurer. The Annual Accounts comprise the Receipts and Payments Account, the Statement of Assets and Liabilities, and accompanying explanatory notes.

Richard J Plume  
Chairman, District Finance Subcommittee

Ruislip Eastcote Northwood District Scout Council					
Receipts and Payments Account					
		Year start date		Year end date	
	For the year from	01/04/2020		31/03/2021	
<b>Receipts and payments</b>					
	2020/21				2019/20
	Unrestricted funds	Designated funds		Total funds	Total funds
	£	£		£	£
<b>Receipts</b>					
Income Beaver Activities				-	560
Income Cub Activities				-	-
Income Scout Activities				-	3,380
Income Explorer Activities				-	-
Income mixed Activities		-		-	2,925
Donations				-	-
Members Subscriptions (Note 7)	34,230	-		34,230	35,392
Explorer Units Income	14,531	-		14,531	32,340
Network Income	-	-		-	-
Other Income (e.g. badges)				-	-
Income Correction				-	
<b>Sub total</b>	<b>48,761</b>	<b>-</b>		<b>48,761</b>	<b>74,597</b>
<b>Grants</b>				-	
Council Covid Grant (Note 14)	20,000	-		20,000	-
<b>Sub total</b>	<b>20,000</b>	<b>-</b>		<b>20,000</b>	<b>-</b>
<b>Fundraising (gross)</b>				-	
Donation Legacy	200	-		200	-
<b>Sub total</b>	<b>200</b>	<b>-</b>		<b>200</b>	<b>-</b>
<b>Investment income</b>				-	
Investment income (Note 3a)	5,588	-		5,588	4,068
		-		-	
<b>Sub total</b>	<b>5,588</b>	<b>-</b>		<b>5,588</b>	<b>4,068</b>
				-	
<b>Total Gross Income</b>	<b>74,549</b>	<b>-</b>		<b>74,549</b>	<b>78,665</b>
				-	
Profit on Investment Assets (Note 9)	31,487	-		31,487	- 24,113
				-	
<b>Total receipts</b>	<b>106,036</b>	<b>-</b>		<b>106,036</b>	<b>54,552</b>

Ruislip Eastcote Northwood District Scout Council					
Receipts and Payments Account					
		Year start date		Year end date	
	For the year from	01/04/2020		31/03/2021	
<b>Receipts and payments</b>					
	2020/21				2019/20
	Unrestricted funds	Designated Funds		Total funds	Total funds
	£	£		£	£
<b>Payments</b>					
Leader Training				-	551
Transport Subsidies for Groups (Note 5)		-		-	4,492
Expenditure Beaver Activities	- 482	-		- 482	912
Expenditure Cub Activities		-		-	807
Expenditure Scout Activities		-		-	4,595
Expenditure Explorer Activities		-		-	1,230
Expenditure Network	-	-		-	-
Expenditure Mixed Activities	- 197	-		- 197	5,399
Capital Grant & Covid Payment (Note 4&14)	- 20,000	- 840		- 20,840	
Members' Subscriptions Paid (Note 7)	- 36,234	-		- 36,234	36,801
District Van costs	- 1,697	-		- 1,697	1,543
Admin, Insurance, fees, badges (Note 13)	- 1,324	-		- 1,324	14,039
Explorer Units	- 9,214	-		- 9,214	40,446
Network Unit	-	-		-	53
Uniform Subsidy	- 120	-		- 120	1,127
<b>Sub total</b>	- 69,268	- 840		- 70,108	111,995
<b>Fundraising expenses</b>				-	-
<b>Sub total</b>				-	
				-	-
<b>Total Gross Expenditure</b>	- 69,268	- 840		- 70,108	111,995
				-	-
<b>Asset and investment purchases, etc.</b>		-		-	-
				-	-
<b>Total payments</b>	- 69,268	- 840		- 70,108	111,995
				-	
<b>Net of receipts/(payments)</b>	36,768	- 840		35,928	57,443
<b>Transfers between funds</b>		-		-	-
<b>Total funds last year end</b>	518,358			518,358	575,801
<b>Total funds this year end</b>	555,126	- 840		554,286	518,358

Statement of assets and liabilities at the end of the year					
	31st March 2021				31st March 2020
	Unrestricted funds	Designated funds		Total funds	Total funds
	£	£		£	£
<b>Cash funds</b>					
CAF Cash (current account, Note 8)	413	-		413	554
CAF Gold (deposit account, Note 8)	15,359	33,428		48,787	44,779
Close Bros 1 (term deposit)		233,118		233,118	229,738
Cambridge & Counties bank (notice account)	10,610			10,610	10,491
United Trust Bank (notice account)	-	43,223		43,223	42,597
Other unrestricted current accounts (Note 8):					
Poindextor Explorers	11,409			11,409	8,710
Diehards Explorers	1,936			1,936	1,936
Excalibur Explorers	307			307	307
Ruislip Explorers	3,910			3,910	1,292
Network	1,328			1,328	1,328
Jamboree	-			-	
<b>Total cash funds</b>	<b>45,272</b>	<b>309,769</b>		<b>355,041</b>	<b>341,732</b>
<b>Other monetary assets</b>				-	-
Loan to Paccar (Note 10)	17,912			17,912	26,454
Loan to 6th Eastcote (Note 11)	3,900			3,900	4,225
<b>Sub total</b>	<b>21,812</b>	<b>-</b>		<b>21,812</b>	<b>30,679</b>
<b>Investment assets</b>				-	-
Quoted Investments - Prospect Wealth (Note 9)		177,433		177,433	145,947
<b>Sub total</b>	<b>-</b>	<b>177,433</b>		<b>177,433</b>	<b>145,947</b>
<b>Non monetary assets for charity's own use</b>				-	-
All written down to zero (Note 12)	-	-		-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Liabilities</b>				-	-
None	-	-		-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Total Cash &amp; Cash Equivalent Assets</b>	<b>67,084</b>	<b>487,202</b>		<b>554,286</b>	<b>372,411</b>
<b>Total Assets</b>	<b>67,084</b>	<b>487,202</b>		<b>554,286</b>	<b>518,358</b>
The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 7th July 2021 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by					
	Signature				

<b>Notes to the Accounts</b>							
<b>For the Year ended 31<sup>st</sup> March 2021</b>							
<b>1. Accounting Policies</b>							
a. The financial statements have been prepared on a Receipts and Payments basis, and in accordance with the Charities SORP (FRS 102), together with Update Bulletin 1.							
b. Depreciation. Since 2011/12 the value of fixed assets has been zero.							
<b>2. Reserves Policy</b>							
a. The funds associated with the various Sections (Explorer Scouts and Network) are considered as current year spending for those sections and are not part of District Reserves Policy.							
b. The sum of money to which the policy applies in 2020/21 is £487,202							
c. £250,000 is a Designated Fund for interest earning, to allow the District to continue in perpetuity to support activities across all Groups and Sections.							
d. Originally a sum of £300,000 was allocated as a Designated Fund for Capital Grants to Groups. This reduced to £237,202 in 2020/21.							
e. The balance of £67,084 is considered to be current year spending.							
<b>3. Investment Income</b>							
All investment income, whether from Unrestricted Funds or Designated Funds is taken as Income into the Unrestricted Funds.							
This is made up as follows:							
a. Interest Earned							
CAF Gold			£10				
Close Brothers 1			£3,380				
Cambridge and Counties Bank £364			£118				
United Trust Bank			£625				
Loan to Paccar			£1,455				
<b>Total Interest Earned</b>			<b>£5,588</b>				
<b>4. Capital Grants</b>							
A Capital Grant payment of £840 was made to 6th Northwood this year.							
<b>5. Transport Subsidies for Groups</b>							
Under the Fund Management Policy, the District offers to pay for 80% of the hire costs for a minibus for Group camps. The cost of subsidies paid in 2020/21 was zero.							
For 2019/20 this figure was £4,492							
<b>6. Subsidies for District Events</b>							
Under the Fund Management Policy, the District offers to pay subsidies on an agreed basis for District-organised events. In 2020/21, the cost of subsidies across all sections was £679.							
In 2019/20, the cost of subsidies across all sections was £6,078							
<b>7. Membership Subscriptions</b>							
Net Expenditure on Members' Subscriptions for 2020/21 was £2,004. For 2019/20 this figure was £1,409							
<b>8. Unrestricted Current Accounts</b>							
The Accounts under this sub-heading are the CAF Cash account (the District's main current account), and the two District Explorer/Network current accounts; one account is used for Poindextor, Diehards, Excalibur and Network, the other account is used for Ruislip Explorers.							
<b>9. Investment in Equities and Bonds</b>							
The Finance Subcommittee invested £127,323 of the District funds on 15th July 2011 in an investment portfolio including equities and bonds, through a company called Prospect Wealth Management.							
There is no fixed term on this investment, although it is viewed as medium to long term (4 years plus).							
Market valuation at 31st March 2021 was £177,434, an increase of £31,487 on the 2019/20 valuation.							
No dividends or interest are payable; any such gains are included in the valuation at any point in time.							
<b>10. Loan to Paccar</b>							
On 28th March 2012 the District made a loan to Paccar, the Campsite owned by our Scout County, to enable them to invest in revenue-earning facilities such as accommodation. The loan was made under a signed agreement. The term is for 10½ years. There was an interest-only payment made to District in 2012/13 and there have been and will be capital and interest payments made in all subsequent years.							

<b>11. Loan to 6th Eastcote Group</b>						
In 2012/13 the District made an interest-free loan of £6,500 to 6th Eastcote Group, to allow them to pay off a long-standing debt that arose from major works to their Scout Headquarters in 2003.						
The loan was made under a signed agreement and will be paid off by the Group over 20 years in 20 equal annual instalments of £325. The first of these instalments was paid in 2013/14, and the annual payments continue.						
<b>12. Fixed Assets</b>						
There are no fixed assets with any book value. The District still owns the District Van, but it has been written down to zero value.						
<b>13. Administration, Insurance, Fees and Badges</b>						
Included in this expenditure is the following:						
Insurance for equipment						
Other Administration costs						



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

RUISLIP EASTCOTE & NORTHWOOD DISTRICT  
SCOUT COUNCIL

On accounts for the year  
ended

31 March 2021

Charity no  
(if any)

1066010

Set out on pages

1-5

(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 / 03 / 2021**.

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 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:

K F Mulvaney

Date:

13/07/2021

Name:

K F Mulvaney

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

Address:

43A Hallowell Road

Northwood

HA6 1DT

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.**