



West London District Scout Council Annual Report

Commissioners' Welcome

Welcome to the West London 2021-22 annual report. It is my pleasure and privilege to introduce you to this document, which outlines the progress the District has continued to make. The highlight is the continued growth of our youth membership in our first 'normal' year following the pandemic and the challenges that it brought to us all. That is testament to your hard work as Leaders.

From camping to bug hunts and everything in between, you are giving those of all backgrounds, colour, gender and creed the chance to engage with amazing activities in an accessible way, and in your precious 'free' time.

The next year will hopefully once again see additional growth, but we will also see some considerable change. However, it is important to engage in strengthening and preserving what we have. Stability and consistency are more important than ever, and we need to ensure the District can support this for years to come. This means ensuring full teams and in turn better support, so that Scouting is as good as can be.

Without you, the Group Scout Leaders, Leaders, Assistants, Occasional Helpers, Group Executive Members and District Supporters, we would not have Scouting. You are the people who work the hardest, plan the activities, lead the camps; you give young people the opportunities and experiences of their lives, you are so invested in the best of outcomes. I can't thank you enough for what you do, and as we move forward we hope we can continue to count on your support for what we do as a District for the sections across the Groups. We know we can do better for you; you know there is still more we can do together to make the experiences as good as they can be. Together we will continue to move onwards and upwards. To quote a now old phrase from Robbie and Kylie, 'we're doing it for the kids'!

I can't thank you enough for your contributions to create amazing opportunities and skills for life.

Dawn Sheppard

District Commissioner

Table of Contents

Commissioners Welcome	2
Table of Contents	3
Annual Report	4
Charity Details	5
Governance	6
Objective and Activities	8
Charity Achievements	9
Growth	10
Annual Accounts	11
Financial Review	11
Account Summary	12
Receipts	14
Payments	15
Assets and Liabilities	16
Explanatory Notes	17
Independent Examiner	18
Financial Policies	21



Annual Report



Charity Details

Charity Name	West London District Scout Council
Other Names	No Other Names
Registered Charity Number	1107659
Scout Association Registration Number	13820
Charity's Principal Address	Mr I Clarke 22 Avenue Road, Sutton, Surrey, SM2 6JB
Bankers	Barclays Bank plc Wimbledon 3 Branch Leicestershire, LB87 2BB
Independent Examiner	Mrs J Michaeloudis 3 Park Mansions, Colehill Lane, London, SW6 5EQ
Custodian Trustees	Scout Association Trust Corporation, Gilwell Park, Chingford, London, E4 7QW

Board of Trustees:

District Commissioners	Ms. Dawn Sheppard, Mr. Samuel Longton
District Chair	Mr. Toby Twentyman
District Treasurer	Mr. Ian Clarke
District Secretary	Mr. Chris Owen-Brooks
District Explorer Commissioner	Mr. Denis Doucakis
District Scout Network Commissioner	Mr. Ram Navakadadcham
Trustees	Ms. Sonam Cheema Ms. Joy Glassett Mr. Philip Green Mr. Robert Harm Mr. Christopher Larkin Mr. Nigel Riordan Ms. Jeanne Frances Sheppard Ms. Jacqueline Ware

Governance

Governing Document

The District's governing documents are those of 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.

Charity Constitution

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

Trustee Selection

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

Policies and Procedures

The District is an educational charity and is managed by the District Executive Committee, the members of which are also the 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.

The Committee consists of the District Chair, District Commissioners, District Youth Commissioner, District Secretary, District Treasurer, District Explorer Scout Commissioner, District Scout Network Commissioner, up to six elected members, members nominated by the District Commissioner (the number of whom cannot exceed the number elected), members co-opted by the Committee (the number of whom cannot exceed the number elected), the Committee meets every two months.

Members of the Executive Committee complete relevant training within the first 5 months of joining the Executive Committee.

The Executive Committee exists to support the District Commissioner in meeting the responsibilities of their appointment. Members of the Executive Committee must act collectively as charity Trustees of the Scout District, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association.
- Protect and maintain any property and equipment owned by and/or used by the District.
- Manage the District finances.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally.
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead the sub-Committees.
- Ensure that Young People are meaningfully involved in decision making at all levels within the District.
- The opening, closure and amalgamation of Groups, Explorer Scout Units, Scout Network

and Scout Active Support Units in the District as necessary.

- Appoint and manage the operation of an Appointments Advisory Committee, including appointing an Appointments Advisory Committee Chair to lead it.
- Supervising the administration of Groups, particularly in relation to finance and the trusteeship of property.

The Executive Committee must also:

- Appoint Administrators, Advisers, and Co-opted members of the Executive Committee.
- Approve the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner or scrutineer.
- Present the Annual Report and Annual Accounts to the Scout Council at the Annual General Meeting; file a copy with the County Executive Committee; and if a registered charity, to submit them to the appropriate charity regulator.

- Maintain confidentiality with regard to appropriate Executive Committee business.

- Where staff are employed, act as a responsible employer in accordance with Scouting's values and relevant legislation.

- Ensure line management responsibilities for employed staff are clearly established and communicated.

- Members of the Executive Committee must complete 'Module 1' training, mandatory ongoing learning concerning Safety and Safeguarding, and 'Trustee Induction' training within the first 5 months of joining the Executive Committee.

Risk and Internal Control

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

Objective and Activities

Charitable Objectives

The charity's objects are 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 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 the Promise.

Charity Activities

Scouting is open to all young people who are between the ages of 6 and 25, irrespective of their background, ethnic origin, nationality, race, gender, marital or sexual status, mental or physical ability, financial status, political or religious belief.

The Scout District incorporates the London Borough of Hammersmith and Fulham, the Royal Borough of Kensington and Chelsea and the City of Westminster. Scouting is delivered to our members through Sections and Groups within the District.

Public Benefit

The Trustees confirm that they have paid due regard to the need in the Charities Act 2011 to demonstrate that the charity's aims are for the public benefit.

The Trustees' assessment is that West London District Scout Council meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Charity Achievements

During the year, the District Executive Committee met on six occasions. During this period the District has advised local Scout groups on the regulations surrounding the delivery of Scouting as well as reviewing risk assessments to ensure adequate steps have been taken to keep our young people and leaders safe during the pandemic. In this vein, the District has continued to fund PPE for groups, helping keep all members as safe as possible while Scouting.

The District has continued to operate its Inclusion Fund (formerly the Hardship Scheme) across 2021 and 2022. We are pleased to note that uptake of the grant has increased substantially (by over £3,000) from the last year and that the District can play its part in making Scouting accessible to all. The District remains committed to making West London Scouts an inclusive space for all. In addition to the inclusion fund, The District has also made a donation to the Red Cross to help fund humanitarian aid in Ukraine. We are clear in our wish to show support both for Ukraine and our own 1st London Plast group.

The District Executive has been focusing on Coombe Farm Campsite. The legal transfer of the site sits with HM Land Registry and the Campsite Committee have been ensuring its adherence to national safety standards. The hard work of the committee will ensure Scouts in West London have a safe and available space to practice key skills and create enduring memories of the outdoors and fun with friends that draws so many young people to Scouting. The District is committed to preserving this asset for future generations of our young people to enjoy.

The District has also seen a number of changes in personnel over the last year. We are delighted to have a new Deputy District Commissioner, Chris, who will be working with

the District events, communications and campsite teams.

Over the course of the year the District has seen in the region of 600 training modules completed by volunteers, the most of any District within the county. Moving from this success, The District will be prioritising first aid training and Wood Badge completion over the coming year as we look to build the skillsets of our volunteers and provide them opportunities to gain new skills and experience.

Jack Petchey Awards

This award is for Scouts, Explorers and Network aged between ages 11 to 25 each recipient receives for their section £300 to go towards a project.

Although we were entitled to increased numbers last year, however unfortunately due to COVID and the lack of meeting, the nominations were down again this year.

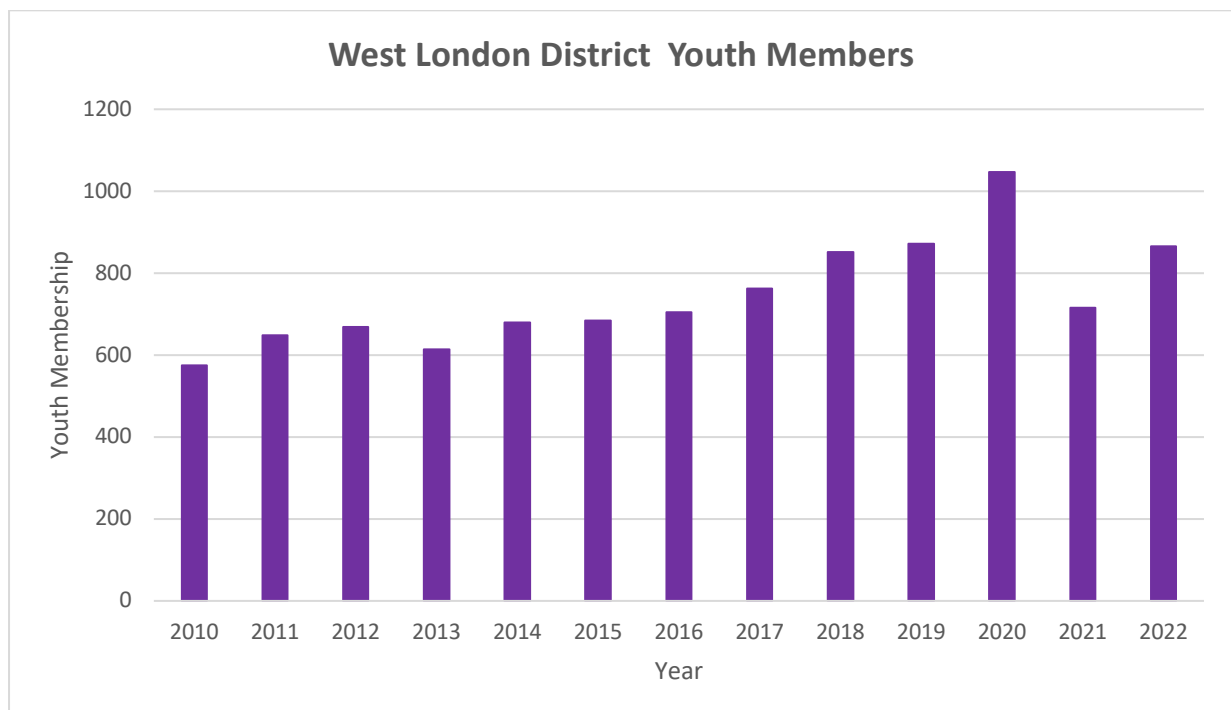
The awards for 2022 winners were for the Leaders was Dr. Larisa Smondulak 1st London Plast, For the Scouts the award winners were Cameron Samuel-Keys, Marcy Mahoney, Katie Webb and Lily Traykova of the 28th Hammersmith, Artur Skitsko of the 1st London Plast and Vladyslav Csirkin of the 1st London Plast Explorers, George Hardo and Rochelle Al-Zibari of the St. Thomas Syriac, Eloise George-Hilliard of the 1st RBK&C, Gabriel Valdiviezo of the 9th Chelsea and Kaya Bourns of the 4th Kensington

Congratulations to all for their achievements and we are looking forward to seeing more of our young people and leaders being recognised next year.

The Presentation evening for the winners of 2022 will be on Tuesday 9th May 2023 at the Greenford Hall.

Growth

2022 Was a promising year for West London in terms of membership, which according to census figures, grew to just short of 2019 levels. This suggests the District has begun to bounce back from the contraction in youth members that came about during the pandemic. It is a delight to see that the resumption of usual Scouting activities has encouraged more young people to get involved in Scouting and the District is hoping it can help sustain this growth in the coming years.





Annual Accounts



Financial Review

West London District Scout Council's accounts for the year have been prepared on a receipts and payments basis as usual and are set out later in this report. Just one unrestricted fund has been used during the accounting period.

Net receipts for the year show a surplus of £17,736 for the year. Once again, the restrictions around the Covid pandemic meant that only a limited number of District events were run which curtailed expenditure and this contributed to the surplus. On the other hand, however, the District made a 25% contribution to the fees for 14 participants and three contingent leaders who will be attending the 2023 Jamboree in South Korea. This totalled £17,849.

On other expenditure, the District provided inclusion subsidies of £3,808 for the costs of Scouting for young people whose families were in financial difficulty. As the cost of living crisis bites in 2022-23, we can probably expect more extensive use of this scheme.

The District is paying our new Secretary and administrator an honorarium for his services and he started to receive this from March 2022.

The District made a donation to the British Red Cross' Ukraine Appeal in support of the efforts of the 1st London PLAST to help their countrymen. Our donation was funded from a monthly rental payment received from the school that uses our property in Munster Road, Fulham. The propriety of the payment was cleared with the Scout Association before it was made.

The formal transfer of ownership of the camp site at Coombe Farm in Croydon continues and we had to appoint solicitors to carry this task out at a fixed cost of £748. We now started on a series of formal risk assessments at the site, many of which will be done by qualified professionals, and some remedial works arising out of this are inevitable so the costs of running the site in 2022-23 will certainly exceed the £3,575 spent in the year ending 31 August 2022.

The District's investments provided a fair proportion of its income although the economic slowdown as a result of Covid restrictions worldwide depressed the amount the investments earned for us. They earned £12,674 well below their peak of £15,509 in 2010/11 when the equity market was last very strong. In the light of the present economic situation, the Executive Committee sees little scope for any improvement in the amount they might earn for the coming year. The sale values of all the investment vehicles lost a little ground during the year, the first time this has happened in the life of the District.

Investment income now supplements rental receipts from the leasing out of property in Munster Road, Fulham to a nursery school.

During the course of the year, the Virgin Deposit Account was closed as the interest rate was extremely low and the money was only available at 100 days' notice. A sum of £30,000 was put into a new deposit account with the Monmouthshire Building Society which offers a better interest rate and immediate access to the money if required.

The District has sufficient liquid assets to meet its liabilities, notably the annual membership fee payable in April.

The District owns three properties, two of which are held in trust on the District's behalf by the Scout Trust Corporation and one by the Official Custodian of Charities:

- A house in Munster Road, Fulham that is leased out on a commercial basis to a nursery school;
- Land adjacent to Downe National Scout Camp Site in Kent. The Executive Committee is minded to sell this land and has had it professionally valued as a pre-cursor to proceeding with its sale; and
- Land and a building adjacent Coombe Farm, Oaks Road, Croydon.

Account Summary

Receipt and Payment Account Summary for the Year 1st September 2021 to 31st August 2022

	2021/22	2020/21
	£	£
Total monetary receipts for the period	123,551	87,279
Total payments for the period	105,815	43,088
Net receipts for the period	17,736	44,191
Bank, cash and deposit funds carried forward	134,008	116,272

These accounts were approved by the trustees of the West London District Scout Council.

Approved by the Trustees on

Signed on their behalf by Trustees:

Toby Twentyman
District Chair

Ian Clarke
District Treasurer

Receipts

Receipts for Year 1st September 2021 to 31st August 2022

Monetary receipts	2021/22	2020/21
	Total £	Total £
Virgin Money deposit account	62	116
CAF Fixed Interest Fund B dividend	7,261	6,237
CAF UK Equity Fund B dividend	4,861	4,207
COIF Charities Investment Fund	385	372
Barclays plc shares dividend	105	17
<i>Sub total – income from investments</i>	12,647	10,949
Membership subscriptions (see Note 2)	38,261	1,522
District events (see Note 5)	-	-
Explorer units' income (see Note 7)	3,131	1,300
Jamboree Refund (see Note 9)	874	-
Camp Site Income (see Note 3)	2,324	-
Rental income	33,620	36,422
Insurance rent	-	1,581
Closure of Westminster District	-	34,171
Covid lockdown grant (see Note 3)	2,667	1,334
Asset Transfer (see Note 10)	30,000	1,334
<i>Sub total – other income</i>	110,877	76,330
Total monetary receipts	123,551	87,279

Payments

Payments For Year 1st September 2021 to 31st August 2022

	2021/22	2020/21
	Total £	Total £
Membership subscriptions (see Note 2)	38,754	34,790
Insurance (Personal Accident & Medical Expenses)	50	50
Insurance (equipment)	184	180
Insurance (property at Munster Road)	1,558	2,861
Munster Road – Surveyor's Fees	540	-
Downe Camp Site	-	-
Coombe Farm Camp Site (see Note 3)	3,575	1,249
Badge purchases	-	-
Donation (see Note 4)	2,800	-
District events (see Note 5)	1,581	11
Inclusion grants (see Note 6)	3,808	655
Adult recruitment	96	600
Explorer expenditure adjustment for 2019/20	-	61
Explorer units' expenditure (see Note 7)	3,018	1,297
AGM expenses	-	25
Officers' expenses	67	184
Secretary's honorarium (see Note 8)	1,560	333
Leaving gifts	-	140
Young Leaders	159	-
Branding and Communications	216	247
Jamboree 2023 (see Note 9)	17,849	-
International Scouting events	-	-
PPE for Groups	-	405
Asset transfer (see Note 10)	30,000	-
Total payments	105,815	43,088

Assets and Liabilities

Statement of Assets and Liabilities

Monetary assets at	31 August 2022 (£)	31 August 2021 (£)
District bank account	103,398	95,776
Explorer bank accounts	605	492
Virgin Charity Notice Account (see Note 10)	-	20,000
Monmouthshire Building Society Charity 90 Account (see Note 10)	30,000	
Cash – Explorer Units	5	4
Total monetary assets	134,008	116,272
Debtors (see Note 11)	33,728	-
Liabilities	-	-
Investment assets at (at selling prices)	31 August 2022 (£)	31 August 2021 (£)
CAF UK Equity Fund B (155,962.396 shares @ 160.66p)	250,569	259,927
CAF Fixed Interest Fund B (215,267.330 shares @ 85.72p)	184,527	220,132
COIF Charities Investment Fund (711.30 shares at 1921.7p)	13,669	14,232
Barclays plc (1742 ordinary shares @ 162.56p)	2,832	3,208
Total investment assets	451,597	497,499
Non-monetary assets at	31 August 2022 (£)	31 August 2021 (£)
Land and property (Note 12)	638,000	638,000
Other assets (values have been subjected to depreciation at 20% per year with no residual value for all equipment. Badge stocks are valued at latest known replacement cost)		
Stock of badges (inc postage stamp stock of £15.06)	152	362
Other equipment (see Note 13)	160	398

Explanatory Notes

1 Basis of accounting

The financial statements have been prepared on a receipts and payments basis using historical costs except for investments which are shown at market value at the closure of the financial period. Land and property values are those last obtained from professionally qualified valuers.

West London District Scout Council meets the definition of a public benefit entity under the Financial Reporting Standard applicable in the UK and Republic of Ireland.

2 Membership subscriptions

HQ membership subscriptions and the County levy of £44.75 was paid on 855 youth members.

3 Coombe Farm camp site

There was income of £2,324 from the use of the camp site during the year and a further Covid-related grant of £2,667 was received for a period late in 2021 when certain businesses, including camp sites, had to close.

Expenditure on the site over the year has been £3,575 as follows:

- Insurance - £1,320
- Water and sewerage - £23
- Electricity - £1,102
- Maintenance costs - £351
- Overpayment refund - £31
- Legal fees for transfer of site ownership - £748

There were no business rate charges as small business rate relief is currently set at 100%.

4 Donation

A one-off donation was made to the Red Cross' Ukraine Appeal.

5 District events

Restrictions placed on active Scouting as a result of the Covid-19 pandemic meant that only a small number of events were run during the year:

- Beaver Christmas Party
- Sports event
- Leaders' Social

6 Inclusion grants

The scheme whereby Group Scout Leaders can request a subsidy from the District to cover or part cover the costs of Scouting for members in financial difficulty was used by six Groups/Units during the reporting period.

7 Explorer Units

These accounts incorporate those for two Units which are financially independent of the Groups that host them.

8 Secretary's honorarium

The Secretary receives an honorarium for his services, paid in equal monthly amounts.

9 Jamboree

The District is sponsoring its 14 participants and 3 leaders 25% of the cost. One leader has been able to secure full funding for his cost from another source and the County has refunded the amount we had paid for him. The net cost has been £16,975.

10 Asset transfer

This item represents closing the Virgin Money Notice Deposit Account containing £20,000 and opening an account with the Monmouthshire Building Society with £30,000. The Monmouthshire account has a slightly better interest rate and allows immediate access to funds if required.

11 Debtors

The figure of £33,728 represents two debts owed to the District, one is for insurance rent and the other, a much larger amount, is the transfer of a credit balance following the closure of a Group

12 Land and property

The land and property assets consist of:

- Land at Luxted in the London Borough of Bromley valued at £20,000 last used as a camp site.
- Land and building at 159 Munster Road, Fulham professionally valued in May 2004 at £405,000. It is insured at a rebuilding cost of £500,000. The District derives rental income from the lease of this building to a nursery school.
- Land and building adjacent Coombe Farm, Oaks Road, Croydon valued at £213,000 used as a camp site.

Landlord liability insurance on all properties is covered by the general membership policy taken out by the Scout Association.

The properties are held in trust by the Scout Trust Corporation (land at Luxted and 159 Munster Road) and the Official Custodian of Charities (land adjacent Coombe Farm).

13 Equipment

The District has a range of equipment, including camping equipment, all over five years old. The equipment is insured on a replacement basis but is not expected to have any value if it were to be sold.

Independent Examiner

Independent Examiner's Report to the Trustees of the West London District Scout Council (Charity no 1107659)

I report on the accounts of the District for the period 1 September 2021 to 31 August 2022 which comprise the Statement of Financial Accounts, the Statement of Assets and related notes set out in the preceding seven pages.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of trustees and examiner

The District's trustees 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
- 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 Commission. An examination includes a review of the accounting records kept by the 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 the 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 that 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:

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.

Mrs J Michaeloudis
3 Park Mansions
Colehill Lane
London
SW6 5EQ

Date: October 2022

Financial Policies

Reserves Statement

Apart from the funds immediately available in the District's main bank account, it has a sum, currently £30,000, in a deposit account. This would be sufficient for the District to run normally for at least six months should the main account become exhausted and no income be received. The sum could be accessed immediately if required, though at the loss of 90 days' interest. The sum acts as a financial cushion but could be used to fund new initiatives should the current account not be able to sustain them.

Investments Statement

West London District Scout Council is fortunate to have acquired investments through the transfer of assets from the predecessor bodies that were merged to form it. The bulk of the investments are held in products run for the Charities Aid Foundation: the CAF Fixed Interest Fund and the CAF UK Equity Fund and by a holding in COIF Charities Investment Fund. The only constraint on the investment policies of the fund managers is the need to take account of the relatively low risk appetites of the charities whose money they are investing. The other investment is a holding of shares in Barclays plc, again a legacy of the transfer of assets when the District was formed.

Apart from income from these investments, the charity has rental income from the leasing out of property in Munster Road, Fulham. The District Executive uses income from its investments and the rental income to carry out its functions. Specifically, it uses this income to:

- Fund its own running costs such as insurance and administration expenses. This means that the District can avoid implementing a District Levy on membership subscriptions, reducing the financial pressures on our members and ensuring more money is available for Groups. This is something the Executive intends to continue for the foreseeable future.
- Provide a range of activities and events for members of all the Scout Groups in the District's area. Some of these activities will be at no cost to participants while others will be subsidised in order to make them accessible.
- Provide resources and events to promote the development of Scout Groups in the District.

The present level of income generates sufficient income to meet these objectives. Income is fairly stable because of the way the reserves have been spread across a range of investments although there has been a reduction in income earned in recent years because of the general economic situation, both in the UK and globally. While any unspent income may be added to the reserves from time to time, the reserves would also be used to fund any shortfall of other income to ensure that the programme of activities approved by the District Executive Committee can be carried out.

Level of and returns on investments are reported to each meeting of the Executive Committee and both the Investment and Reserves policies are reviewed as part of the budget setting process each year. The size of the investments and reserves currently held is deemed appropriate by the Trustees, due to the above benefits which they enable the District to provide.