



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2022      Period start date    To      31/03/2023      Period end date

Charity name: **BLYTH VALLEY DISTRICT SCOUT COUNCIL**

Charity registration number: **1116322**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The Purpose of Scouting</p> <p>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The District of Blyth Valley covers and operates over the areas of Blyth, Cramlington and Seaton Valley of Northumberland County and provides services to further the Scout Association's purpose. These services undertaken by volunteers support the provision to Beaver Scouts (6-8 years), Cub Scouts (8-10 years) and Scouts (10-14 years), through scout groups, within the district and directly by the District to Explorer Scouts (14-18 years) and members of the Scout Network (18-25 years). The services include the provision of a programme of activities for all the young members, the provision of equipment, premises and facilities to support the activities and necessary administrative support. Training for the District adult volunteers and those within the Scout Groups is provided by the district through the provision of the required expertise or a service offered by Northumberland Scout County, to ensure everyone has the required skills and expertise to undertake their roles as defined by The Scout Association. Provision of the services is funded via membership fees, fundraising and</p>

		donations.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## **Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The District continued funding scouting activities throughout the year. Including sending a number of Scouts on International Camps. A number of training camps were also funded. Investments were made towards the upkeep of District assets such as a new toilet block at the Selby Wood Camp site and new wood burning stove at Spylaw Cottage. Progress was also made towards returning Seghill Hall back to the County Council reducing District liabilities for buildings.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	n/a
Investment performance against objectives	Para 1.41	n/a
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The aim is to have at least two years running cost as a reserve in an accessible account.
Amount of reserves held	<b>Para 1.22</b>	£8892
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Districts main source of funding is through the annual levee.
Investment policy and objectives including any social investment policy adopted	Para 1.46	No investment policy at present
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The organisation operates under the Scout Association Policy Organisation and Rules. (POR September 2021)
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at District AGM of the Scout Council held in May each year.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Blyth Valley District Scout Council
Other name the charity uses	n/a
Registered charity number	1116322
Charity's principal address	Walker Hall Edward Street Blyth NE24 1DW



### **Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mica McInnes	District Commissioner		
2	Carol Worfell	ADC Beavers		
3	Paul Kelly	District Explorer Commissioner		
4	Jonathon Finlay	Secretary	01/04/2022 - 01/10/2022	
5	Allen Ricalton	Treasurer	01/04/2024 - 21/09/2022	
6	Rachael Cliffton	Treasurer	10/10/2022 -	
7	Elaine Wilson	Secretary	10/10/2022	
8	David Mason			
9	Shaun Barkley			
10	Leanne Scott	Chairman		
11	Adrian Chamberlain			
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

*Allen Ricalton*

Full name(s)

Allen Ricalton

Position (eg Secretary,  
Chair, etc)

Treasurer

Date

06/04/2024

**Blyth Valley Scout District**  
**Income and Expenditure Account**  
**for the period 1st April 2022 to 31st March 2023**

	Expenses £	Income £	Net £
<b>Capitation</b>	20,186	21,988	-1,802
<b>Premises</b>			
Seghill	592		592
Selby Wood	16,803	7,503	9,300
Spylaw	4,296	871	3,425
Walker Hall	4,559		4,559
<b>Other</b>			
Badges	350	150	200
Canoes		334	-334
Garage	648		648
Interest		31	-31
Leaders Camp	120		120
Overseas Visits	1,000		1,000
Poppy	110		110
Young Leaders	150		150
Miscellaneous	262		262
Deficit for the Year		18,199	
	49,076	49,076	

**Balance Sheet as at the 31st March 2023**

	£	£
<b>Assets</b>		
Outstanding Capitation 2023		1,450
Current Account	21,735	
Deposit Account	8,892	
Walker Hall Account	17	
Selby Wood Account	6,027	36,671
		38,121
Less		
Capitation Due to County		20,186
		17,935
<b>Represented by:</b>		
General Fund brought forward	25,487	
Less Paid for Selby Wood	6,648	
Less Deficit for the year	8,899	9,940
Selby Wood brought forward	8,679	
Add Paid by the District	6,648	
Less Deficit for the year	9,300	6,027
Gang Show Reserve		1,968
		17,935

### Analysis of Premises Accounts

	£		£
<b>Seghill</b>		<b>Spylaw</b>	
Electricity	39	Generator	406
Gas	553	Insurance	641
Deficit	592	Miscellaneous	50
		Stove	3,199
<b>Selby Wood</b>		Total Expenses	4,296
Boiler	280	Site Fees	871
Donation to Farmer	3,826	Deficit	3,425
Fire Safety	276		
Fuel	269		
Insurance	892	<b>Walker Hall</b>	
Running Expenses	634	Electricity	83
Toilet Block	10,145	Gas	1,067
Vehicle Insurance	479	Insurance	1,223
Total Expenses	16,801	Legal Fees	1,707
Site Fees	7,503	Water	479
Deficit	9,298	Deficit	4,559

### Notes to the Accounts

Selby Wood – the District transferred £5,000 in total to the separate account, where it was recorded as income to Selby Wood and expenditure to the District. As all monies belong to the District, this treatment was incorrect and an adjustment has been made in the consolidated accounts, so only the actual expenditure is in the Selby Wood account.

Gang Show Reserve – this represents the balance transferred from the closure of the Show's bank account and held as a separate time limited reserve.

Seghill – this building was handed back to the County Council in June 2023.

Walker Hall – negotiations for the sale of this property were ongoing at the year end.

**Blyth Valley Scout District**  
**Independent Examination of the Accounts**  
**for the year ended 31<sup>st</sup> March 2023**

During the year the accounts were maintained by two different District Treasurers, and as both kept accurate records, all transactions could be verified to invoices and supporting documents. As noted last year, the separate account for Selby Wood has not been subjected to a detailed review, but as required by accounting guidelines, the figures have been consolidated into this year's accounts.

In accordance with the changes implemented by the Scout Association in April 2023, executive committees are now known as trustee boards. To avoid confusion the new terminology has been used for this report.

Last year's examiner's report raised substantial concerns regarding the lack of financial governance, with a recommendation to develop an action plan to address these issues. None of the necessary controls and procedures have been implemented. In minute 100.6 of the Trustees' meeting on the 11<sup>th</sup> September 2022, it is recorded that, *"The Executive committee have read and taken on board the auditor's report; however, it is to be noted that these are only recommendations and may not be implemented straight away."* The actual recommendation was to create an action plan to implement the mandatory requirements of the Charity Commission.

Due to the failure of the trustees to take action on the Charity Commission's checklist, all issued raised last year are still outstanding and need to be addressed without further delay. A copy of last year's examiner's report is attached for reference. The District Trustee Board should take immediate action to ensure effective governance.

At their meeting on the 6<sup>th</sup> May 2022, the trustee board noted that no accounts had been received for Selby Wood, Spylaw or the Explorers section. While later minutes note that these are available, there is no record of the trustees having reviewed and approved them. Best practice dictates that the trustees should receive written reports and accounts, to be included in the minutes.

The trustees meeting on the 11<sup>th</sup> September 2022 approved a submission to finance the building of a new toilet block at Selby Wood. A suggestion that some of the £8.6k held in the separate bank account might be used, was dismissed as this was to be used for future years. Any significant future spending, and the holding of substantial reserves, should be approved by the trustees.

The discussion of the above matter also included reference to covid restart grants. The trustees appear to have wrongly interpreted the purpose of these grants; in that they linked them to Selby Wood, rather than providing support across the district. The grants were given to charities to help them restart their activities post covid. Linking the grants to sites liable for Business Rates was simply a convenient mechanism.

During the year there were significant events relating to two District properties. However, the trustee board minutes only make occasion reference to the surrender of the Seghill lease and the sale of Walker Hall. It is apparent that the trustees failed to exercise any control over these matters.

The expenditure on Selby Wood and Spylaw represent a significant part of the district's accounts in the year. The trustees should regularly review these facilities to ensure that the benefit justify the costs.

John Harvey  
Independent Examiner  
31<sup>st</sup> October 2023