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## TRUSTEES' ANNUAL REPORT

For the Period 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2025

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### SECTION A - REFERENCE AND ADMINISTRATION DETAILS

Charity Name: **Cotswold Edge District Scout Council**

Registered Charity Number: **1127669 (England and Wales)**

Charity's Principal Address: **Mafeking Hall, Serridge Lane  
Ram Hill, Coalpit Heath, BS36 2UF**

Trustees Name's	Position	Date of appointment
Arnold Tucker	Acting chair (Trustee)	12 <sup>th</sup> September 2024
Nicholas Gingell	District Lead (Ex officio)	12 <sup>th</sup> September 2024
Sarah Gingell	Elected District Treasurer	12 <sup>th</sup> September 2024
Yvonne Andow	Elected Trustee	12 <sup>th</sup> September 2024
Jason Newton	Elected Trustee	12 <sup>th</sup> September 2024
Christopher Harris	Elected Trustee	12 <sup>th</sup> September 2024
Derek Forward	Elected Trustee	12 <sup>th</sup> September 2024
Jayne Gregson Cross	Elected Trustee	12 <sup>th</sup> September 2024
Fin Tewson	Under 18 rep	12 <sup>th</sup> September 2024
Will Lightfoot	Under 18 rep	12 <sup>th</sup> September 2024

## SECTION B - STRUCTURE GOVERNANCE AND MANAGEMENT

### Description of the charity:

- Cotswold Edge Scout 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, Organization and Rules of The Scout Association.
- The District is a trust established under its rules which are common to all Scouts.
- The Trustees are appointed in accordance with the Policy, Organization and Rules of The Scout Association.
- The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the 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 Board of Trustees consists of the Chair, Treasurer, and trustees together with the District Lead and District Youth Commissioner. Plus, any co-opted members.
- The purpose of the Trustee Board is to work together, as charity trustees, to make sure Cotswold Edge Scout District is run safely and legally, with a focus on strategy, performance, and assurance.

### Risk and Internal Control:

The District Executive Committee 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 principal areas of concern that have been identified are:

- **Damage to buildings, property, and equipment.**

The District would request the use of buildings, property and equipment from Scout Groups and Explorer Units from within the District, neighbouring organizations such as churches, community centres, and other youth organisations. Similar reciprocal arrangements exist with these organisations. The

District has sufficient buildings and contents insurance in place to mitigate against permanent loss.

- **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.

- **Reduced income from fundraising.**

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 Committee 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 any reduction in the number of leaders to an unacceptable level in a particular area / Unit or section within a Group there would have to be a contraction, consolidation or closure of a Unit, Group or 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 6 to 25. If there was a reduction in membership in a particular area/ Unit or Group or a section within a Group then there would have to be a contraction, consolidation, or closure of that particular Unit / Section. In the worst case scenario, the complete closure of the Group or Unit.

## SECTION C - OBJECTIVES AND ACTIVITIES

### Objectives

The objectives of the District are as a unit of the Scout Association as set in the governing documents of the Association.

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

### 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 attitude's.

**Co-operation** - We make a positive difference; we co-operate with others and make friends.

### The Scout Method

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. 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.

## SECTION D - ACHIEVEMENTS AND PERFORMANCE

### The Trustee Board Performance & Achievements

- The required number of meetings were held in the reporting period and were properly conducted and minuted.
- An annual budget was set, and expenditure and receipts were monitored.
- Our annual accounts were submitted to the Charity Commission in a timely manner.
- Insurance of persons, property and equipment is in place.
- Mafeking Hall has been managed and operated;
  - annual premises risk assessment has been undertaken,
  - portable electrical Appliances were PAT tested.
  - fire Extinguishers were checked and serviced.
  - emergency lighting checked.
  - Ongoing improvements to the hall and outside activity areas.
- All Trustees are fully compliant with their training requirements.

### The District Lead Volunteer's Report

The District Lead Volunteer's Report which can be found at **Appendix A**, contains all the information regarding operational matters and issues arising during the reporting period.

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## SECTION E - FINANCIAL REVIEW

- 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, equivalent to 6 months running costs. In addition to this, the District holds separate reserve funds for.
  - the Mafeking Hall Development,
  - to support Scouting at major National and International events,
  - a hardship fund to support disadvantaged youth members.
- The District's Income and Expenditure is small and consequently does not have enough 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 or The Scout Association's Short-Term Investment Service if appropriate.
- 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.

## SECTION F - DECLARATION

9. The trustees declare that they have approved the trustees' report above, and the declaration is signed below on their behalf: -

**Arnold Tucker**  
**Acting Chairperson**

**Date:**

**Nicholas Gingell**  
**District Lead Volunteer**

**Date:**

## APPENDIX A

### DISTRICT LEAD VOLUNTEER'S REPORT

So, one year in and the Ex-Cub leader who said they could help the District with “some administration tasks” is now writing this annual report.

Wow what a year, within weeks of the last AGM I had to close down Compass making sure that everyone's Safety, Safeguarding and First Aid was up to date and compliant through until December to allow Scouting to continue whilst Gilwell uploaded and started the new Membership System. Let me tell you, I probably knew only 10% of the volunteers in the district at this point, so when the new system went live, I really was shooting in the dark.

We all know how difficult the Go-Live was, and within hours of it opening for the DLV's to access, we were all told the system was closing down for an hour or so, for urgent updates and repairs. Whilst Dean and Jason tried to help where they could, the system was just not playing ball, and so we struggled on the best we could, to get the basics set up for the GLV's to sign-on and able to use it from the Monday.

Unfortunately, the experience for everyone has not been great, and whilst we hoped ironing out the glitches would be a few days, it was months. I think you will agree that for the last 10 months the new membership system has taken over most of our time, however if I am totally honest, I cannot do my role without it now, and I am hoping GLV's will feel the same very soon.

Whilst trying to get to grips with the dramas of the new membership system from both HQ and within the District, we still had to complete the census, and whilst I knew how to complete a section census, the completion and sign off at District level was a much different thing all together, so a big thank you goes to all of the GLV's and ESU Leaders for their hard work in completing the returns, but especially to Derek Forward for his long hours and dedication to ensuring the 14-25 return was accurate, but also ensuring that the Gift Aid returns were arranged, allowing the District to ensure a healthy return of free funding was captured.

The census numbers are below and overall showed a decrease of 10 young people in total year on year.

<b>2025 Census</b>						
Group	SQ	BE	CU	SC	EXP	
1st Abbotswood		15	10	21		
1st Almondsbury		15	27	17		
2nd Alveston		19	23	20		
1st Chipping Sodbury		15	14	13		
2nd Chipping Sodbury		21	25	14		
1st Falfield		13	16	13		
1st Frampton Cotterell	12	14	16	10		
1st Frampton Cotterell		26	24	17		
1st Frampton Cotterell				9		
1st Olveston		23	23	19		
1st Ram Hill		19	14			
1st Severn Beach		11	20	19		
1st Thornbury		19	22	16		
1st Thornbury		20	28	28		
2nd Thornbury		12	13	20		
3rd Thornbury		14	16	4		
1st Wickwar		14	20	14		
1st Winterbourne		15	26	16		
1st Woodend		17	11	19		
2nd Woodend		13	21			
1st Yate	19	21	31	20		
1st Yate	18	20	28	25		
CESD Young Leaders					19	
Nike					22	
Zeus					51	
Endeavours					27	
Mumvuzi					6	
Pheonix					34	
Sharman					12	
Challenger					21	
<b>Totals</b>	<b>49</b>	<b>356</b>	<b>428</b>	<b>334</b>	<b>192</b>	<b>1359</b>
					<b>2024</b>	<b>1369</b>

Our total numbers represent similar trends as seen nationally in Scouting.

Adult volunteer numbers remain a concern and waiting lists especially at Squirrels and Beavers age are still high, with adult volunteer numbers being the biggest factor for this.



HQ remain keen to encourage groups to adopt Squirrel colonies, and HQ assistance is available both in financial support as well as planning support to encourage groups to do this, and also to encourage any new sections within a group.

Currently we have 497 active adult members on the new Membership system, this does not include regular helpers now known as Non-Member DBS required but does include all Network Members who are over 18.

Due to the recent data cleansing carried out by adopting the new system, this number can be considered as being very accurate, with only 9 of these members having not signed in yet, but are all known by HQ and are getting help to access it.

The recent Safety Training was completed well, with only a couple of volunteers who had difficulty with getting the certification to work on their "My Learning," and within 2 days of the deadline these were sorted by HQ and the individuals involved.

Work is still required at Group and ESU level to now watch your own "Data Explorer" dashboards and chase up all compliance training and growing roots training, to ensure on time compliance. Alan Northen, Jed Williams and myself are monitoring the district dashboards, however if each Group or ESU look after their own dashboard lists, we as a district are more likely to be compliant, and less likely to have to temporarily suspend hard working and much needed volunteers, (watch the 90 day training tracker to get ahead of issues)

Talking of Volunteers, please let me thank you ALL for everything you do to make the section meetings as special as possible for our Young Scout members, and whilst your spare time is consumed by scouting deeds, there are still some important areas that need some assistance in the District. For example, assistance with IT for those members who just need some help with the online training, website updating, or helping the support teams etc.

A few special mentions for volunteers in the district who you may or may not know but will always be interested in your help or maybe just so you know who to contact if you need them.

Derek Forward, Mike Rickwood and Chris Marshall for MiDAS training and compliance.

Hannah Cameron and Claire Wiltshire for First Response certification compliance

Steve Marshall, supported by Derek Forward, Chris Harris, Henry Park and many other dedicated members who run the Ten Tors training for the TT challenge weekend.

For all things 14-25, Jed Williams supported by Derek Forward and Chris Harris are the best port of call, and happy to sort most queries you have.

Paul Mugenyi, Nick Cook & 1<sup>st</sup> Chipping Sodbury team who improve the Sodbury Challenge year after year.

Rowan Marshall, Jim Godden, Derek Forward and team who administer and run the Duke of Edinburgh scheme.

Alex Bolton and team for Intrepid Explorers, this ESU is ideal for any explorer or Young Leader who shows willingness to do extra for our Young Members and are willing to work towards activity permits. (currently meeting on Wednesday nights once a month at Wood House Park)

Mike and Karl Rickwood who run the Young Leaders training programme.

Alan Northen, District Programme Lead, who checks through all RAs for your NAN's and Activity Notifications and assists me with adult compliance whenever possible.

Mafeking Hall & Campsite- We are looking to operate this under Avon County on behalf of the District from September 2025, Dean Ashpole-Chapman is likely to remain involved by assisting Andy Scully and team going forward, more details will be released soon.

Dannii Newton, Clair Wiltshire and Paula Mainprise for all in-house Squirrel Colony help and guidance.

Jason Newton for all air rifle and crossbow activities information and guidance, plus is our local member of the Avon County Rifles Team.

Andy Scully at Wood House Park Activities Centre, is always happy to help with any membership system or online training queries.

Nick Cook, Hannah Cameron, Baggy Bartlett, Derek Forward, Sandra Carnegie and Andy Scully for Nights away Permit Assessing.

This year I tried to visit a few events this year, including Strategy, Ten Tors Training, Sodbury Challenge, to name a few, and sorry if I haven't got to your group yet, but I will do my best now that I hope the changes of last year are now settling.

One last thank you to Adrian Baxter, who has compiled many photos of our Young Members and Volunteers, doing things they all love to do throughout this past year, and doing a great job of providing Skills for Life!

Lastly, I must also mention the sad loss of a very experienced Scouting Leader, Maria-Patricia Hudd, (1<sup>st</sup> Abbotswood Scout Group), who we lost suddenly this year whilst being treated in hospital. Her funeral was well attended by many Scouters, and she will be missed greatly by us all.



# Cotswold Edge District Scout Council

## Accounts from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

### Independent examiner's report to the trustees of Cotswold Edge District Scout Council

I report to the trustees on my examination of the accounts of the Cotswold Edge District Scout Council for the year ended 31 March 2025.

### Responsibilities and basis of report

As the charity trustees of the Cotswold Edge District Scout Council you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Cotswold Edge District Scout Council accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

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

1. accounting records were not kept in respect of the Cotswold Edge District Scout Council as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

Signed:

*JDL*

Name:

*JONATHAN DATES*

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

*CHARTERED*

Address:

*BRIAR COTTAGE, NEW ROAD, OLVESTON*

*ACCOUNTANTS (ICAEW)*

Date:

*5 OCTOBER 2025*

# Cotswold Edge Scout Council 01/04/2023 - 31/03/2024

	This Year £	Last Year £
Total receipts for the year	111988.69	144,128.03
Total payments for the year	(123,674.06)	(164,920.41)
Net receipts (payments) for the year	(11,685.37)	(20,792.38)
Cash, bank and similar funds brought forward	73686.73	94,479.11
Cash, bank and similar funds carried forward	<u>62,001.36</u>	<u>73,686.73</u>

The above account and accompanying statement of assets and liabilities were approved by the Trustees

on ..... and signed on their behalf by

District Trustee Board Chairperson

## Distribution Of Funds

	£	£
District Development Fund	30496.76 ✓	23979.91
Hardship Fund	2500	2500.00
Asset Transfer (1st W-S-M)	10906.91	10906.91
World Jamboree Fund	0	0.00
Business Fund	<u>18097.69</u>	<u>36299.91</u>
	<b>62001.36</b>	<b>73686.73</b>

## RECEIPTS

		£ This Year	£ Last Year
ADMIN	General Print/Postage/Stationary	0.00	0.00
	Sundry Admin	<u>0.00</u>	<u>0.00</u>
			0.00
BADGES	Badges	171.00	303.40
	Admin/Postage/Stationary	<u>0.00</u>	<u>0.00</u>
		171.00	303.40
HEADQUARTERS	Council Charges	0.00	87.90
	Hall Hire	3529.50	0.00
	HQ REFURB	0.00	491.24
	Sundry HQ	<u>108.05</u>	<u>30.94</u>
		3,637.55	610.08
GENERAL SCOUTING	Scout Leader Training	1590.00	595.00
	World Jamboree	1720.00	5,850.00
	District Events	3860.00	16,020.00
	Sundry Scouting	<u>0.00</u>	<u>0.00</u>
		7,170.00	22,465.00
CAPITATION	Capitation	75295.00	82,012.00
	Gift Aid	<u>5,555.55</u>	<u>3,039.33</u>
		80,850.55	85,051.33

DONATION/GRANTS	Lloyds Bank	500.00	1,000.00
	Gift Aid (Refurb)	0.00	2,502.26
	Just Giving	0.00	0.00
	Amazon	23.52	22.51
	SG Covid	0.00	0.00
	Parish Council	7376.87	400.00
	Gen	0.00	5,328.60
	Lotto	659.16	844.86
	Refurb Grants	7256.66	25,524.08
	Benevity	4010.00	0.00
		<hr/> 19,826.21	<hr/> 35,622.31
BANKING	Interest on Accts	333.38	75.91
	Charges	0.00	0.00
		<hr/> 333.38	<hr/> 75.91
<b>TOTAL RECEIPTS</b>		<b>111,988.69</b>	<b>144,128.03</b>

		£	£
		This Year	Last Year
<b>PAYMENTS</b>			
TRANSPORT	District Commissioner	0	0.00
	District Explorer Scout Commissioner	-101.30	(118.75)
	Others	0.00	0.00
		<u>(101.30)</u>	<u>(118.75)</u>
ADMIN	General Print/Postage/Stationary	-94.80	0.00
	Midas Training	-708.25	(720.25)
	Sundry Admin	-670.80	(346.20)
	Benevity	-£990.00	0.00
		<u>(2,463.85)</u>	<u>(1,066.45)</u>
BADGES	Badges	-333	(323.94)
	Admin/Postage/Stationary	0.00	0.00
		<u>(333.00)</u>	<u>(323.94)</u>
HEADQUARTERS	Rates & Insurance	-1934.49	(2,767.30)
	Utilities	-988.86	(287.54)
	Website/Licences	-934.57	0.00
	Hall Hire	-240	0.00
	HQ REFURB	-35379.3	(60,629.19)
	Making Maint	-1989.77	(974.48)
	Grounds Maint.	-859.99	0.00
		<u>(42,326.98)</u>	<u>(64,658.51)</u>
14 - 25 Scouting	Leader Training	0.00	0.00
	Eqpt Exp	-481.79	
	Kit Insurance	0.00	0.00
	Exp Uniform	-288.75	
	Hardship Payments	0.00	0.00
	Start Up	0.00	0.00
	Sundry	0.00	0.00
	Young Leader Training	0.00	
	Young Leader Uniform	-706.88	(106.14)
	Young leader Sundry	0.00	
		<u>(1,477.42)</u>	<u>(106.14)</u>
GENERAL SCOUTING	Group Grants / setup	0.00	0.00
	World Jamborees	-2,380.00	(8,400.00)
	St Georges Day		0.00
	District Events		(17,744.35)
	Leader Training		(30.00)
	Hardship		0.00
	District Jamborees		0.00
	Sundry Scouting	-585.96	(1,560.94)
		<u>(2,965.96)</u>	<u>(27,735.29)</u>
CAPITATION	Capitation	-68450	(67,872.00)
	Gift Aid	-5555.55	(3,039.33)
		<u>(74,005.55)</u>	<u>(70,911.33)</u>
<b>TOTAL PAYMENTS</b>		<b>(123,674.06)</b>	<b>(164,920.41)</b>



## MONETARY ASSETS

	£	£
Bank Current Account	97,474.60	105,177.97
Bank Interest Account	30496.76	30,163.38
	127,971.36	135,341.35
Less Outstanding Cheques	-69060.00	(68,392.08)
Plus Outstanding Receipts	3090.00	6,737.46

### Total Carried Forward

<b>62,001.36</b>	<b>73,686.73</b>
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Land	£150,000.00	£150,000.00
Buildings	£250,000.00	£250,000.00
Scouting equipment, furniture, etc. - Replacement Value	£7,279.00	£7,279.00
Badge Stock	£349.00	£306.50



# Cotswold Edge District Scout Council

## Accounts from 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025

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### Responsibilities and basis of report

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### Independent examiner's statement

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

1. accounting records were not kept in respect of the Cotswold Edge District Scout Council as required by section 130 of the Act; or
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3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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

Signed:

*JDL*

Name:

*JONATHAN DATES*

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

*CHARTERED*

Address:

*BRIAR COTTAGE, NEW ROAD, OLVESTON*

*ACCOUNTANTS (ICAEW)*

Date:

*5 OCTOBER 2025*