

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

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## Section A Reference and administration details

Charity name

Brunel District Scout Council

Other names the charity is known by

Registered charity number (if any)

1 1 2 8 6 4 7

HQ registration number

1 6 7 1 5

Charity's principal address

50 Grove Road

Fishponds

Bristol

Postcode

B S 1 6 2 B W

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	Clive Lewis Syme Mason	District Commissioner	
2	Nick Nelson	District Chair	
3	Hugh Thorpe	District Treasurer	
4	Martin Stuart Cush	District Secretary	
5	Hazel Sperring		
6	Paul Baker		
7	Ben Shadbolt	District Explorer Scout Commissioner	
8	Scott Warburton	District Network Commissioner	
9	Jim Shadbolt		19/11/2023
10	Glen Mills		02/04/2024
11			
12			
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:

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

The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group 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 Trustee Board consists of the Chair, Treasurer and 8 Trustees (including 2 Ex Officio Trustees) and meets every 2 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

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.

Section B	Structure, governance and management (continued)
	<p><b>Risk and Internal Control</b></p> <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>Collapse of an Explorer or Network Unit, either through lack of volunteers or insufficient volunteers. The District would look to spread existing Explorer or Network members across existing sections if volunteers could not be found by other means.</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. The District has identified the need for sufficient buildings and contents insurance to mitigate against permanent loss and is putting this in place.</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> <p>Ineffective control or loss of data. The risk of a regulatory breach has led the District to identify this as a key area for review and is identifying suitable resources to review all of its tools and systems to ensure both compliance and control is in place.</p>

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p><b>The Purpose of Scouting</b></p> <p>Scouting exists to actively engage and support young people in their personal development,</p>

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.

Summary of the main activities in relation to these objects

See section D for further details of activities undertaken.

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

Summary of the main achievements of the charity during the year

The District has recruited a number of new Trustees to the Board to increase the diversity of thought in decision making and act as a challenge.

A risk register has been introduced and scored with trustee leads in place to identify and manage mitigation actions.

Regular meetings are in place using modern facilities to improve decision making and highlight to potential trustees our professional approach.

The attached annual census extract (stats/graph) details the membership numbers for the reporting year and can be summarised as follows...

- Overall increase in District membership...with a 4.2% increase in Young People and a 6.1% increase in volunteer numbers.

- With the exception of the Beaver age group (down 4.5%), numbers continue to steadily increase (post COVID pandemic) and the overall District membership is now the highest it's ever been with 1469 young people supported by 467 adult volunteers.

- At the time of census, the overall waiting list of 721 young people wanting to join (between 4-14yrs) remains as a barometer of the continued huge demand for Scouting in Brunel District . Despite development efforts, the lack of available sections, volunteers and meeting places unfortunately means they can't when they want to. Nonetheless, the District Lead Volunteer supported by the Board of Trustees will continue to endeavour to identify and support development opportunities.

- Worthy of note is the steady increase in the number of Explorer Scout Unit sections (14-18yrs) reflected in the move from 106 to 130 Explorer Scouts in the District.

- Along with the rest of the organisation, the District has been preparing itself for the forthcoming 'transformation' changes. The District is in a strong position to adopt the new way of Scouting delivery which through the rest of 2024 and into 2025 will...

- ☐ Create a warmer welcome for new volunteers

- ☐ Simplify volunteering with changes to roles and team structures

- ☐ Make learning more valuable and convenient

- ☐ Provide a new digital experience for managing adult membership data

Section E	Financial Review
<p>Brief statement of the charity's policy on reserves</p> <p>Quantify and explain any designations</p>	<p><b>Reserves Policy</b></p> <p>The Districts policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short. The District Trustee Board considers that the District should hold a sum equivalent to 6 months running costs, circa £15,000.</p> <p>The District held reserves in excess of £50,000 against this at year end. This is above the level required for operating expenses. However this can be explained by and is held to support development of Groups across the District through either grants or loans.</p>
<p>Details of any funds materially in deficit (circumstances plus steps to eliminate)</p>	

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);

The principle source of funding are subscription payments made direct to the charity by Explorer Units or through annual capitation payments by all Group's across the District for other members.

- how expenditure has supported the key objectives of the charity;

Key expenditure items are the administrative costs of running a charity including premises, insurance, IT costs and training.

The Charity also has substantial receipts and payments on a broadly breakeven basis for specific events that are charged separately to annual subscriptions.

- investment policy and objectives;

#### **Investment Policy**

The Group does not have sufficient funds to invest in longer term investments. The Group 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 F**

#### **Other Optional Information**

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

### **Section G**

#### **Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Nicholas Nelson	Hugh Thorpe
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Position (eg Secretary, Chair)

Chair	Treasurer
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Date

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# Brunel District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-23	To	31-Mar-24
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## Receipts and payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
<b>Receipts</b>		
Donations, legacies and similar income		
Membership subscriptions	84,592	80,278
Less: Membership subscriptions paid on (National/County/Area/District)	67,680	59,831
Net membership subscriptions retained	16,912	20,447
Donations	110	4,044
Other similar income	6,673	8,825
<b>Sub total</b>	23,695	33,316
<b>Events</b>		
Income for events by District	90,723	38,521
Receipts for World and European Jamboree	1,270	6,110
<b>Sub total</b>	91,993	44,631
<b>Fundraising (gross)</b>		
Other fundraising activities	-	-
<b>Sub total</b>	-	-
<b>Investment income</b>		
Bank interest	515	351
Loan repayments received from Groups	-	-
Property Rent income	1,500	1,500
<b>Sub total</b>	2,015	1,851
<b>Total Gross Income</b>	117,703	79,798
Asset and investment sales, etc.	-	-
<b>Total receipts</b>	117,703	79,798

# Brunel District Scout Council

## Receipts and Payments Account

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### Receipts and payments

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
<b>Payments</b>		
Charitable Payments		
Premises costs	1,740	3,703
Insurance	927	215
Training	580	3,205
IT costs	1,028	732
Events run by District	93,128	44,880
Payments for World and European Jamborees	1,980	8,400
Other costs	10,590	9,974
<b>Sub total</b>	109,973	71,110
<b>Fundraising expenses</b>		
Other fundraising costs	1,682	-
<b>Sub total</b>	1,682	-
<b>Total Gross Expenditure</b>	111,655	71,110
Asset and investment purchases, etc.	4,411	-
Loan advances made to Groups	-	77
Transfers of Groups out of District	-	-
<b>Total payments</b>	116,066	71,187
<b>Net of receipts/(payments)</b>	1,637	3,611
Cash funds last year end	154,386	145,775
<b>Cash funds this year end</b>	156,023	154,386



# Brunel District Scout Council Receipts and Payments Account

Year start date

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For the year from	01-Apr-23	To	31-Mar-24
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## Statement of assets and liabilities at the end of the year

	2023/24 Unrestricted funds £	2022/23 Unrestricted funds £
<b>Cash funds</b>		
Brunel District Current Account	122,689	79,009
Brunel District Reserve Account	12,689	7,754
Gilwell	-	51,719
Fromeside Explorers	10,069	7,629
Solar Explorers	969	3,145
Trident Explorers	9,607	5,129
<b>Total cash funds</b>	<b>155,023</b>	<b>154,386</b>
<b>Other monetary assets</b>		
Debts due from Groups	5,700	5,900
<b>Sub total</b>	<b>5,700</b>	<b>5,900</b>
<b>Non monetary assets for charity's own use</b>		
Equipment	25,000	8,816
<b>Sub total</b>	<b>25,000</b>	<b>8,816</b>
<b>Liabilities</b>		
Annual Scout Association subscription due in April	73,300	67,680
Amounts due to Groups	-	55
<b>Sub total</b>	<b>73,300</b>	<b>67,735</b>

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on ~~16 Oct~~ 22/7/24.  
~~2023~~ (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature


Print Name

NICK NELSON	Chair
HUGH THORPE	Treasurer

# **Brunel District Scout Council Receipts and Payments Account**

## **Independent examiner's report to the trustees of Brunel District Scout Council**

I report to the trustees on my examination of the accounts of Brunel District Scout Council for the year ended 31 March 2024.

### **Responsibilities and basis of report**

As the charity trustees of Brunel 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 Brunel District Scout Council accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 Brunel District Scout Council as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name: Daisy Vowles MAAT

Address: 18 Broad Street, Staple Hill, Bristol, BS16  
5NX

Date: 23.08.2024



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