

Trustees' Annual Report

For the period

From (start date) 01 04 21 to end date 31 03 22

Section A

Reference and administration details

Charity name

Royston District Scouts

Other names the charity is known by

Royston Scout Council

Registered charity number (if any)

1 1 3 0 3 4 6

HQ registration number

1 0 0 0 1 4 4 6

Charity's principal address

Royston District Scouts C/O Carole Rhind

5 Byron Road

Royston, Herts

Postcode

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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	Geoff Kavanagh	Chair	
2	Stuart Sharpe		
3	Carole Rhind		
4	Alex Horstmann		From June 2021
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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)

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 Executive Committee, the 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 the 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. (Also Deputy District Commissioners, Assistant District commissioners individual group scout leaders if opted to take on the responsibility) and parent's representation and meets every 3 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

This District Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointments and is responsible for:

The maintenance of District property;

The raising of funds and the administration of District finance;

The insurance of persons, property and equipment;
District public occasions;

Assisting in the recruitment 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.

Section B**Structure, governance and management (continued)**

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>Running district events for all sections in the district. Supporting the seven scout groups in Royston district as per POR and helping towards leader training costs and leader development on projects that meet the aims of POR Running the 14 to 25 sections of explorer scouts and scout network. Supporting the selection of participants on behalf of Hertfordshire County Scout Council and supporting them to fund raise to attend the four yearly world scout jamboree.</p>
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>We do not make grants to other organisations from our main general income. We may have fundraising events we run where fundraising is split for example Easter raffle where scout groups in our district sale tickets on our behalf and get a percentage of the monies raised or tickets they sell. We do make grants towards leader training for leaders from scout groups in our district where they fit in with our development plans and within the set yearly budget. We do not have any investments</p>
Public benefit statement	<p>The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.</p>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

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 Executive Committee considers that the group should hold a sum equivalent to 24 months running costs, circa £10000. On Jamboree sign up there is a liability of approx £4000 per participant. District must hold the amount per head of participants that sign up which the £10000 can be used against, So if selected to send five people we must hold £20000 on sign up. This amount will then reduce as payments are made.

The District held reserves of approximately £26000 less the £5000 yearly running costs leaving £21000 against this at year end.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

Section events does mostly show expenses exceeding income as some events need payments on booking, When young people sign up and payments come in this then balances out. There will always be events that run across the financial year.

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); Most of the charities income is from our portion of the scout membership fees which is currently £10 per head from each young person in the district which is currently around 500 members. Fundrasing is generally used for the Jamboree particiapants however occasional grants and donations come in that are used for general activities and leader training
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives; The District does not have sufficient funds to invest in longer term investments. The District 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)

Sending six young people, Three leaders and Three service team to the world Jamboree in 2023. Major fundraising being planned to support this.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

 

Full name(s)

Stuart Sharpe Carole Rhind

Position (eg Secretary, Chair)

Deputy Commissioner Commissioner

Date

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Accounts Royston District Scouts 1-4-21 to 31-3-22	
	2021-2022
Income	
Badge Money From Groups	3,129.83
Bank Interest	0.04
Donation	0.00
Events - Cubs	322.00
Events - Explorers	524.50
Events - Scouts	3,800.00
Events - Young Leaders	0.00
Hertfordshire Scouts Lottery	29.12
Lye End Farm	0.00
Membership Fees	29,174.00
Test Payments	10.00
WSJ2023 Fundraising	747.05
Expense	
Admin	69.78
Badges	3,743.83
Bank Fees	0.01
Donation Bequest	0.00
Events - Cubs	350.00
Events - Explorers	889.17
Events - Leaders	450.00
Events - Scouts	1,594.94
Events - Young Leaders	0.00
Hertfordshire Scouts Lottery	0.00
Insurance	42.00
WSJ2023 Jamboree District Support	1,750.00
WSJ2023 Jamboree Loans	1,300.00
Leader Training	0.00
Lye end Farm	0.00
Meetings	0.00
Meetings - Explorers	11.65
Membership Costs	24,144.00
Online Scout Manager	103.40
Rent	0.00
Test Payments	10.00
Venue Maintenance	21.00
WSJ2023	0.00
Young Leader Training	0.00
Account balances	
Royston District Scouts Lloyds	6,095.40
Barclays Main Account	19,965.49
Barclays (Lochearnhead)	298.85
Santander Badge Account	1,504.91
Summary	

Account balance brought forward	24,607.89
Total income	37,736.54
Total expenditure	34,479.78
Net income	3,256.76
Account balance carried forward	27,864.65
Liabilities	
Jamboree 2023 (6 Youth Members)	£19,765.00
Jamboree 2023 (3 IST Members)	£750.00

Notes

Jamboree Liabilities 2023 are for when we agree to take places to allow us to send young people under 18
The above amount is what was owed at 31st of March 2022
Royston District Scouts are responsible for this payments

International Service Team (IST) and unit leaders are responsible for their own payments

Jamboree IST Is agreed donation to ITS members to be paid to them once confirmed they are committed

Royston District Scouts collectively fundraising to send 6 under 18s, 3 International Service Team (18-25) and three leaders selected to run units.

Independent examiner's report to the trustees of Royston District Scout Council

I report to the trustees on my examination of the accounts of the Royston District Scouts for the year ended 31st March 2022.

Responsibilities and basis of report

As the charity trustees of the Royston District Scouts 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 Royston District Scouts 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 Royston District Scouts 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: *Emma Farquhar*

Name: Emma Farquhar BFP FCA

Relevant professional qualification or membership of professional bodies (if any): Fellow of the ICAEW, membership number 9251030

Address: 43 Medcalfe Way, Melbourn, Cambridgeshire SG8 6HU

Date: 29 January 2023