



**BRADFORD NORTH  
DISTRICT SCOUT COUNCIL**

**ANNUAL GENERAL MEETING  
9th July 2024  
Eccleshill United Football Club**

**BRADFORD NORTH DISTRICT SCOUT COUNCIL**  
Annual General Meeting

Tuesday 9<sup>th</sup> July 2024 at 7:00pm

Eccleshill United Football Club

**AGENDA**

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
  - a. Approve the minutes of the Annual General Meeting held on 11/07/2023
  - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
  - c. Note the District's financial year
  - d. Agree the number of members that may be appointed to the Trustee Board
  - e. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)
- 4. Review of the previous year**
  - a. The District Lead Volunteer's review of Scouts in the Bradford North District
  - b. Receive and consider the Annual Report of the District Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
  - a. Appoint the District Chair, following recommendation from the open selection process initiated by the District Trustee Board
  - b. Appoint the District Treasurer, following recommendation from the open selection process initiated by the District Trustee Board
  - c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board
  - d. Appoint the Scrutineer
  - e. Nominate representatives of the District Scout Council to represent the District on the County Scout Council
  - f. Nominate representatives of the District Scout Council to represent the District on the Blackhills Management Committee
- 6. Awards**
- 7. Closing Remarks**

**3a. Minutes of Annual General Meeting held on 11th July 2023**

## **BRADFORD NORTH DISTRICT ANNUAL GENERAL MEETING**

### Apologies

- Bev Howard
- David Hall
- Kevin Jones
- Andrew Dacre
- Tom Cobbler
- Steve Preston
- Malcom Race
- Robynne Casson
- Becky Casson
- Liz Griffin
- Mark Archer

### Last Years minutes approval

- Proposed by Craig Simpson
- Seconded by Emma Simpson

### Blackhills Constitution

- Working towards 1
- We are trying to resolve this issue however it is being held up by other parties

### Finance Year End Report

- +80 Young People on 2023 Census Report
- We are working towards Gift Aid for most groups
- A big thank you from the audience went towards Andrew for his support in the District this year

### ADC Reports

- People were asked to read and not read aloud

### Trustee board Election of officers

- Proposed by John Reynolds
- Seconded by Daniel Simpson

### Trustee board Election of Members

- Proposed by Steve Rollins
- Seconded by Emma Simpson

### BMC

- Approval for officers and Elected Members

- Praise to Daniel Simpson as Secretary

#### Awards

Beth Mc Grath - Cub Section Leader Woodbeads

Oliver Rhodes - Assistant section leader Scouts Woodbeads

County Commissioner - Ian Wormsley

- Well done for the past year
- Bradford North has largest adult growth in West Yorkshire
- Well done to squirrels development, then encouraged people to open the section at their groups
- Explained Constitution Changes (They are for Risk, Business and Finance)
- Well done to Bradford North growth team

Closure of Meeting 8:39

#### **3b. The District Constitution**

### **Bradford North District Scout Council Constitution**

**This Constitutions aligns with the Scout Associations Policy, Organisation and Rules (POR) Chapter 5.**

#### **County Scout Council**

The District Scout Council is the electoral body which supports Scouting in the district. It is the body to which the District Trustee Board is accountable.

Membership of the District Scout Council does not provide any membership status of the Scouts.

#### **District Scout Council membership**

The ex officio members of the District Scout Council are members by virtue of their role in The Scouts:

- all adult members with a role in the District - see District roles in the Chapter 16 Roles Table of The Scout Association's Policy, Organisation and Rules
- all Group Lead Volunteers from the District
- all Group Trustee Board Chairs from the District
- all Group Trustee Board Treasurers from the District
- all Section Leaders, Assistant Section Leaders from the District
- all Group Active Support Managers from the District
- all Explorers (including Young Leaders) in the District
- all members of the Scout Network in the District
- all parents and carers of all Explorers (including Young Leaders)
- a representative of the District Troop Leadership Forum, selected from amongst the membership of the Forum
- the County Lead Volunteer
- the County Chair

The appointed members of the District Scout Council are other supporters of the District appointed by the District Scout Council on the recommendation of the District lead volunteer and the District Trustee

Board. The number of appointed members must not exceed the actual number of ex officio members (see also (e) below). A District Scout Council does not need to have any appointed members.

The community members of the District Scout Council are representatives of the local community appointed because of their role rather than by name. For example local headteachers, or Parish Council members. They are appointed by the District Scout Council on the recommendation of the District Lead Volunteer and the District Trustee Board. The number of community members must not exceed the number of ex officio District Scout Council members (see also below).

Membership of the District Scout Council ends when the:

- member resigns
- member no longer qualifies as a member of the District Scout Council
- District Scout Council is dissolved
- District Scout Council membership is terminated by UK Headquarters following a recommendation by the District Trustee Board.

The total number of appointed and community members of a District Scout Council must not exceed the number of ex officio members

Appointed members of a District Scout Council must each have a fixed period for their appointment of not more than three years. Subsequent reappointments are permitted.

Community members of a District Scout Council are initially appointed for a term of one year, though they may be renewed annually at the AGM.

District Trustee Board administration (see Rule 5.5.7.9) must ensure that appointed District Scout Council Members are recorded locally in the minutes of the District Scout Council meeting which appoints them (normally the AGM). District Scout Council members, whether ex officio or appointed, must not be recorded as District Scout Council Members on The Scout Association's membership system.

### **District Scout Council - Annual General Meeting**

Each District Scout Council must hold an Annual General Meeting (AGM) within six months of the end of the District's financial year. Districts should give 4 weeks notice of the date of the AGM.

The AGM must:

- a) Undertake governance oversight by
  - approving the minutes of the previous District AGM
  - adopting (or re-adopting) the constitution of the charity. See Rule 5.3 of The Scout Association Policy, Organisation and Rules.
  - noting the dates of charity's financial year
  - approving appointed and community members of the District Scout Council
  - agreeing the maximum total number of members of the District Trustee Board (this is one number representing the total of ex officio, appointed and co-opted members)
  - agree the quorum for future meetings of the District Scout Council
- b) Review the previous year by
  - receiving from the District Lead Volunteer an overview of the past 12 months of activity in the District

- receiving and considering the District Trustees' Annual Report and the annual statement of accounts approved by the District Trustee Board. Before the AGM, the accounts must have completed their examination by an appropriate auditor, independent examiner, or scrutineer (see 5.7.3). This must include the formal report prepared by the auditor, independent examiner, or scrutineer.

c) Make appointments

- appoint a Chair of the District Trustee Board, following recommendations from the selection process initiated by the District Trustee Board. Vacancies for Chair only occur at the end of their period of appointment (for example, a Chair may have been appointed for three years and so does not need to be re-appointed after years 1 and 2).
- appoint a Treasurer of the District Trustee Board, following recommendations from the selection process initiated by the District Trustee Board. Vacancies for Treasurer only occur at the end of their period of appointment (for example, a Treasurer may have been appointed for three years and so does not need to be re-appointed after years 1 and 2).
- appoint other members of the District Trustee Board, following recommendations from the selection process initiated by the District Trustee Board. Vacancies for appointed Trustees only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be re-appointed after years 1 and 2).
- Appoint two representatives of the District Scout Council to represent the District Scout Council at meetings of the County Scout Council.
- approve the appointment of any District Presidents or District Vice Presidents, and note current appointees (if any).
- appoint (or re-appoint) an auditor,
- nominate representatives of the District Scout Council to represent the District on the County Scout Council.

Following each District AGM, the District Trustee Board administration must ensure that:

- a) all appointed Trustees are recorded on the membership system, as required by Rules 16.1.2 and 16.2.2.4 of The Scout Association Policy, Organisation and Rules
  - b) the District Trustees' Annual Report and Accounts, including the formal report prepared by the auditor, independent examiner, or scrutineer are filed as described in Rule 5.7 of The Scout Association Policy, Organisation and Rules
- c) 5.6.5.4 | It is good practice for the District Trustee Board to verify the draft Minutes of the AGM at their first meeting following the AGM, even though the minutes cannot be formally approved until the charity's next AGM.

### **District Trustee Board – Purpose**

The District Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure the Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance.

Effective Trustee support helps other volunteers run the Scout programme that gives young people skills for life.

Members of the District Trustee Board must act collectively as charity trustees of Scout District, and in the best interests of the charity's members.

Governance roles must be distinct to help manage conflicts of interest. This means that the roles of District Chair and District Treasurer must be kept separate and be done by two different people.

The District Trustee Board must act in the charity's best interests, acting with reasonable care and skill and take steps to be confident that:

- a) The charity is:
  - well managed
  - carrying out its purposes for the public benefit
  - complying with the charity's governing document and the law
  - managing the charity's resources responsibly
- b) the charity is operating compliant with POR and the local charity regulator, including effective management of each of the Key Policies listed in Chapter 2 of The Scout Association Policy, Organisation and Rules.
- c) young people are meaningfully involved in decision making at all levels
- d) the District has sufficient resources (funds, people, property and equipment) available to meet the planned work of the District including delivery of the high quality programme and resource requirements of the training programme (see Rule 4.2.2 of The Scout Association Policy, Organisation and Rules)

The District Trustee Board members must themselves collectively:

- a) develop and maintain a risk register, including putting in place appropriate mitigations
- b) ensure that the District's finances are properly managed, including development and maintenance of appropriate budgets to support the work of the District
- c) maintain and manage:
  - a reserves policy for the charity including a plan for use of reserves outside the 'minimum'
  - an investment policy for the charity
  - public benefit statement for the charity
- d) ensure that people, property and equipment are appropriately insured, and that any property and equipment owned or used by the District is properly protected and maintained
- e) ensure the appointment and management and operation of any sub committees, including appointing a Chair to lead the sub committees. This should normally be one of the District's Trustees.
- f) ensure that effective administration is in place to support the work of the District Trustee Board
- g) appoint any co-opted members of the District Trustee Board
- h) ensure transparency of operation, including:
  - prepare and approve the Annual Accounts and arrange their examination by an auditor, independent examiner or scrutineer as appropriate and as appointed by the District Scout Council at their AGM
  - prepare and approve the District Trustees' Annual Report which must include the Annual Accounts and include the report from the auditor, independent examiner or scrutineer
  - present the approved Trustees' Annual Report and Annual Accounts to the District Scout Council for their consideration at the District's AGM
  - following the District AGM, ensure that a copy of the District Trustees' Annual Report and Accounts is sent to the County Trustee Board administration (see Rule 5.5.7.9) and, if the District is a registered charity, is filed with the appropriate charity regulator (if the regulator's rules require it).
- i) take responsibility for the District's adherence to Data Protection Legislation recognising that, dependent on circumstances, it will at different times act as a Data Controller and as a Data Processor individually and collectively maintain confidentiality regarding appropriate District Trustee Board business
- j) individually and collectively maintain confidentiality regarding appropriate District Trustee Board business

- k) put in place annually an open and transparent selection process to recommend to the District Scout Council appropriate persons to be appointed members of the District Trustee Board, including Chair and Treasurer. Vacancies for appointed Trustees only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).
- l) where staff are employed:
  - act as a responsible employer in accordance with the Scouts' values and relevant legislation
  - ensure that effective line management is in place for each employed staff member and that these are clearly established and communicated
  - ensure that appropriate specific personnel insurance is in place

A District Trustee Board may create sub committees it deems necessary to support its governance function.

The District Trustee Board must ensure that for any sub committee it appoints:

- a) its purpose is governance focused and not operational
- b) its members are agreed and approved by the District Trustee Board
- c) the District Trustee Board Chair is an ex officio member
- d) the District Lead Volunteer is an ex officio member

Sub committee members are not District Trustees unless they are already members of the District Trustee Board.

All subcommittee members must be recorded on the membership system.

To support effective governance and share good practice, the District Chair and Treasurer should create a support network amongst the Group Chairs and Group Treasurers of the District.

### **District Trustee Board Membership**

Subject to the conflict of interest rules (see Chapter 16 and the definition of 'conflict of interest in the Definitions Chapter of The Scout Association Policy, Organisation and Rules), a Trustee may be a member of more than one Trustee Board.

A District Trustee Board should comprise a maximum of 12 Trustees (the total of all ex officio, appointed and co-opted Trustee categories), with a minimum of five Trustees. The maximum number of Trustees should be agreed by the District Scout Council at its AGM.

Bradford North Scouts Trustee board will comprise of 10 Trustees

Each ex officio, appointed and co-opted member of the District Trustee Board is a charity Trustee of the District as appropriate.

People invited to attend meetings of the District Trustee Board, or with right of attendance, may be present at the meeting but are not charity Trustees and have no voting rights.

Certain people are disqualified from being charity trustees by virtue of the Charities Acts.

Some Districts may also need to register as a charity (see Rule 13.1.2 of The Scout Association Policy, Organisation and Rules). SV



If registered, the District registration number must be recorded on the membership system

Districts must not use any other charity number than their own.

All Trustees must complete learning as specified in Rule 16.2.1, 16.2.3, 16.2.4 and the Chapter 16 Roles Table of The Scout Association Policy, Organisation and Rules.

A District Trustee Board and any sub committees should have at least two Trustees aged between their 18th and 25th birthdays.

Each District Trustee Board requires effective administration. The administration may be provided by one or more persons as appropriate to the District.

The selection processes leading to appointment of District Trustees must include a rigorous and transparent selection process, which includes advertising vacancies widely.

The members of the District Trustee Board are:

- a. The District Lead Volunteer and the District Youth Lead are ex officio members of a District Trustee Board.
- b. The District Trustee Board must initiate a selection process to propose a District Chair to the District Scout Council for appointment at their AGM.

Vacancies for the role of Chair only occur at the end of their period of appointment (for example, a Chair may have been appointed for three years and so does not need to be re-appointed at the end of years 1 and 2).

- c. The District Trustee Board must initiate a selection process to propose a District Treasurer to the District Scout Council for appointment at their AGM

Vacancies for the role of Treasurer only occur at the end of their period of appointment (for example, a Treasurer may have been appointed for three years and so does not need to be re-appointed at the end of years 1 and 2).

- d. The appointed members of a District Trustee Board are persons appointed by the District Scout Council at the District's AGM. This should follow a selection process initiated and overseen by the District Trustee Board

Vacancies for the role of Trustee only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be reappointed at the end of years 1 and 2).

- e. The co-opted members of a District Trustee Board are persons coopted annually by the District Trustee Board. They are not appointed by the District Scout Council at its AGM. The number of co-opted members must not exceed the actual number of appointed Trustees (excluding Chair and Treasurer).

- f. The County Chair and the County Lead Volunteer each have the right of attendance at meetings of each of the District Trustee Boards in the Districts in the County.

Term limits for Trustees are defined in POR rule 5.3.1.6.

If a District Trustee Board Chair or Treasurer resigns, then Rule 16.6.3 of The Scout Association Policy, Organisation and Rules must be followed.

### **District Scout Council - Conduct of meetings**

The District Scout Council meets at their AGM (see 5.5.5). It would be unusual for there to be additional meetings of the District Scout Council.

A District Scout Council meeting should normally be convened with at least four weeks' notice. A meeting may be convened on shorter or no notice with the agreement of at least three quarters of the members of the District Trustee Board.

District Scout Council meetings are chaired by the District Chair. If the Chair is unable to be present, the Chair may appoint a delegate to chair a meeting of the District Scout Council subject to such appointment being approved at the start of the meeting by a majority of the District Scout Council members present.

Only District Scout Council members, as defined in Rule 5.5.4, may vote in District Scout Council meetings. The quorum for a District Scout Council meeting is agreed by the District Scout Council at their AGM (see 5.5.5.2)

If there is no quorum present at a meeting of the District Scout Council, the meeting must be closed and reconvened at the earliest opportunity.

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

In order to discharge their responsibilities, the District Scout Council may meet by video conference as well as (or instead of) face to face when agreed by the District Chair. The District Scout Council must not 'meet' using any indirect process, such as email.

At any meeting which is not fully in person, there must be an online poll or other electronic method of counting votes.

All meetings of the District Scout Council, whether face-to-face or otherwise, must be properly recorded and minuted.

### **District Trustee Board - Conduct of meetings**

Meetings of the District Trustee Board should be convened on at least two week's notice. Meetings may be convened on shorter or no notice with the agreement of at least half of the members of the District Trustee Board.

District Trustee Board meetings are chaired by the District Chair. If the District Chair is unable to be present, they may appoint a delegate to chair a meeting of the District Trustee Board subject to such appointment being approved at the start of the meeting by a majority of the members present at the meeting.

Only members of a District Trustee Board as defined in 5.5.7 may vote in its meetings.

The quorum for a meeting of a District Trustee Board is one third of the Trustees (ex officio plus appointed plus co-opted) plus one.

If there is no quorum present at a meeting of the District Trustee Board, the meeting must be closed and reconvened at the earliest opportunity.

In the case of a sub committee of the District Trustee Board, the quorum for each sub committee must be set by the District Trustee Board, based on the size of the sub committee and the complexity of its task(s).

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

In order to discharge their responsibilities, the District Trustee Board may meet by telephone or video conference as well as face to face when agreed by the District Chair. This includes 'hybrid' meetings, where some members are present at an agreed meeting place and others join by telephone or video.

Where urgent matters arise between scheduled meetings of the District Trustee Board and if it is not practicable to convene a meeting of the District Trustee Board then an electronic voting method (such as email) is allowed for decision making of the District Trustee Board when deemed appropriate by the District Chair. In such circumstances at least 75% of the members of the District Trustee Board must approve the decision, and the outcome of the voting must be reported at, and recorded in the minutes of, the next District Trustee Board meeting.

#### **Blackhill's Management committee**

Blackhills Campsite Management committee – consist of 4 Bradford North Representatives and 4 Bradford South. Both District Lead Volunteers and District Chairs have the right of attendance to meetings.

The End of Year Account for Blackhills Scout Campsite to be declared as an appendix by Bradford North District Scout Council and Bradford South District Scout Council. The annual accounts are to be submitted to the Trustee Boards prior to Annual General Meetings of Bradford North District Scout Council and Bradford South District Scout Council for their annual returns to The Charity Commission, the net asset value to be reported within Bradford North and Bradford South's return as a 50%/50% division.

Approved by the District Trustee Board – 10<sup>th</sup> June 2024

Approved by the AGM – Proposed July 2024

#### **4a. The District Lead Volunteer Report**

I am pleased to report that we have steadily regained our Youth numbers to pre- Pandemic as at Census January 2024 our numbers were 425 Young People across the five sections of Squirrels, Beavers, Cubs. Scouts and Explorers. We have also seen a growth in our adult volunteers so I would like to take this opportunity in welcoming all our new volunteers into the District and hope they are enjoying delivering Skills for Life to our Young People, I would also like to welcome new Adult volunteers who are helping to build our District/ Group Trustee Boards who play an important part to a successful District/Group.

Over the last year we have had the opportunity as early adopters within our County of West Yorkshire to form many new initiatives to Scouting

- Change of title and Direction from an Executive Committee to Trustee Board
- The Forming of Teams to develop a more dynamic and Youth led events
- Change of title to District and Group Leads to Volunteer Leads
- The Welcome Team replacing the Appointments sub committee with a new and personal direct approach
- Increase emphasises to Risk Assessments and their importance in all areas of our Scouting life
- Review of our Nights Away procedures, timings and overall importance as to the Safety of all the Young People in our care.

These are initiatives that will ultimately feed through to the next version of POR, as early adopters we must strive forward rather than hold onto the past ways and procedures.

The Programme Team worked hard to publicise dates for the forthcoming events with a 12–18-month Calendar to encourage Groups to plan their Programmes for local and District. Disappointingly the attendance at the majority of

the events has been low, going forward I am hoping that the numbers will increase giving the Young People the opportunity to socialise with other members of the District.

Oliver our Youth Lead Volunteer has been busy this last year in completing his Queen's Scout Award, Gold D of E, and being invited to both Windsor and Buckingham Palace in recognition of his Awards. He has also been part of a Team who hiked their way around Slovenia to earn their Explorer Belt Award, in addition to him being a member of the International Service Team attending the World Scout Jamboree in South Korea. Oliver has also been busy helping the Young People of the District to achieve their You Shape Award holding Youth Forums for all sections at Blackhills to give the young people a voice of how they would like to shape Scouting in the future.

Our Jamboree participants "Survived" their time out in Korea, where unfortunately due to extreme weather and conditions of the campsite it was deemed impossible to continue and the UK along with Australia, America and other countries left the Camp early and returned to Seoul to an alternative Jamboree experience.

March 2024 welcomed back the Bradford Gang Show performing "Brighter Days" at the Bradford Playhouse to near capacity audiences at each performance, thanks to all the Production Team led by John Metcalfe and Ronnie Gelder, the performers (young people) and all the crew and helpers behind the scene to make it all happen. I would like to say a huge thank-you to Ronnie and Ann Gelder and Wendy Metcalfe who have decided to retire from the Gang Show after being involved from the start of the Bradford Gang show and I would like to take this opportunity to welcome the new Team with support given by John Metcalfe and look forward to March 2026 – watch this space!!

Bradford North once again celebrated St George's day at Blackhills after Bradford South withdrew from a joint event that was to be held in City Park. It was a beautiful sunny day, and parents were invited to line our route to the Reflective Zone, where the Parade was led by the Lord Mayor and Lady Mayoress of Bradford along with Ian Womersley - County Lead Volunteer and myself where there was a short reading of St George, followed by the renewal of our Promise and Adult Awards were presented before parading back to the Carpark to be dismissed to enjoy the next hour taking part in medieval games and Activities and taking turns on the Adventure Development Climbing wall.

Bradford North has representative members on the County Growth Board where they are looking to develop new sections/Groups in underrepresented areas of the City along with the assistance of the newly appointed Growth Development Officer for West Yorkshire. This will help with our Local Growth Plan and increase our numbers in both Young People and adult volunteers.

I would finally like to thank members of the District Team who have supported both myself and the District over the last year Sarah, Craig, Adam, John and Oliver in planning and running events for the District. Going forward the Programme team led by Sarah will once again be planning a diverse District Programme and are looking for support by joining the Team (especially from Beavers and Squirrels) and by making sure that District events play an important part of your Section programme.

My thanks also go to the members of the Trustee Board led by John Briggs (Chair), Andrew Wilson (Treasurer) and Robynne Casson (Secretary) for their continued commitment to make sure that the Governance side of the District is supportive in making sure that events are able to take place.

Thanks also go to the Group Lead Volunteers (GSL'S) who are helping their Team members through this transitional period in making sure that all Mandatory Training is completed/renewed before the expiry date and to making sure that all Nights Away Notifications and Risk Assessments are submitted correctly and in plenty of time to be approved by the Safety Team led by Kevin Jones. Malcolm Race has continued to assess Nights Away Permits to our Volunteers who are wanting to take their sections away, which are giving more of our Young People to have experiences that they may never get otherwise.

As always I would like to thank all Volunteers in the District, Groups, Young People and the families who support Scouting, with them we would be nowhere and the Young people would not be able to develop their "Skills for Life" that can be a great asset to them later in life

Looking forward to a great Year ahead, as always if you know of anyone who would like to join Bradford North, please contact either myself or email [info@bradfordnorthscouts.org.uk](mailto:info@bradfordnorthscouts.org.uk)

Wendy Flatters  
District Lead Volunteer  
Bradford North Scouts

#### **4b. The Annual Report and Accounts for the year ended 31st March 2023**

The financial year 2023 / 2024 for Bradford North, has been a settled year for the District.

We have seen an increase in income from Annual Membership which was mainly driven by an increase in District Membership. As District Trustees, we are aware the cost of living has on members, and are endeavouring to keep the District Membership Fee as low as possible, this year we managed to keep it below the figure it was in 2020 for the third year running.

This is achieved by successfully running District events at "break-even" so there is no cost to the District.

It is also achieved by Groups within the District supporting by buying badges from within the District and supporting the District Scout Shop.

We are currently developing our own e-commerce platform so by September 2024 you will be able to order badges and possibly uniform online to then collect either from the Scout Shop at Blackhills or from District Meeting. We encourage all groups to support the District in this, the funds raised help the District keep the membership fee low which benefits everyone.

Bradford Gang Show equally had a successful show this year, reporting a healthy surplus for this year's show, and sets the platform for the next show in 2026.

Thank you to all Groups for your support by promptly paying invoices when I send them out, it makes my life easier as District Treasurer when I don't have to chase for payment.

The District is now registered for Gift Aid, this helps us support fundraising for future events such as the future World Jamborees and Central Explorers as they are the District Unit. In future we may hold some fundraising events where we may be able to claim Gift Aid too.

Andrew Wilson  
District Treasurer  
June 2024

## **Scrutineer's Report to the Trustees of the**

### **BRADFORD NORTH DISTRICT SCOUT COUNCIL**

I report on the accounts of the Group/District for the year ended 31 March 2024.

#### **Respective responsibilities of Trustees and Scrutineer**

As the District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

#### **Basis of Scrutineer's Statement**

In accordance with the directions given in the District's constitution, I have scrutinised the records and the accounts set out on Receipts and Payments Accounts.

#### **Scrutineer's Statement**

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: *P. Stocks*

Paul Stocks

Address: *7 BLAKEHILL AVENUE*  
*BRADFORD*  
*BD2 3JT*

Date: *20/6/24*

**Bradford North District Scouts**  
**Income & Expenditure Account 2023 / 2024**

	Current Year		Previous Year	
<b>Unrestricted Income</b>				
Training	0.00		0.00	
Scout Association Membership	21875.00		17193.50	
Badge A/C	4303.95		2372.09	
District Team (Note 1)	1906.51		0.00	
Activities (Note 4)	1796.50	29881.96	4343.96	23909.55
<b>Restricted Income</b>				
Groups	302.08		520.00	
Development Fund	0.00		0.00	
4th Bradford North	0.00		7855.02	
Duke of Edinburgh	0.00		30.50	
Stores	24.68		200.00	
Nordjam / Scouts	200.00		0.00	
Explorers International	2697.90	3224.66	8402.10	17007.62
<b>Other Income</b>				
Scout Shop	7302.04		6125.70	
WSJ 2023	1449.08		11989.96	
Central Explorers	3539.00			
Bradford Gang Show	10117.00	22407.12		18115.66
<b>Total Income</b>		55513.74		59032.83
<b>Unrestricted Expenditure</b>				
District Team (Note 2)	2442.06		365.59	
Insurance	660.93		600.13	
Training (Note 3)	74.03		0.00	
Scout Association Membership	15312.00		14440.00	
Donations	0.00		0.00	
Badge A/C	4105.61		1347.92	
Activities (Note 5)	3066.87	25661.50	4244.81	20998.45
<b>Restricted Expenditure</b>				
Groups	0.00		1596.97	
Development Fund	1516.72		0.00	
4th Bradford North	0.00		38459.92	
Duke of Edinburgh	0.00		30.50	
Stores	630.36		323.85	
Nordjam / Scouts	30.90		0.00	
Explorers International	2750.00	4927.98	8350.00	48761.24
<b>Other Expenditure</b>				
Scout Shop	6156.22		7051.51	
WSJ 2023	2648.75		12575.29	
Central Explorers	4374.59			
Bradford Gang Show	8667.42	21846.98		19626.80
<b>Total Expenditure</b>		52436.46		89386.49
<b>Surplus / (Deficit)</b>		<u>3077.28</u>		<u>-30353.66</u>



## Capital Account - 31/03/24

	2024		2023	
Opening Balances				
Bradford North District	52990.29		81832.81	
Bradford North Scout Shop	5801.79		6727.60	
Bradford Gang Show	2015.54		1882.98	
Central Explorers	895.90		1215.70	
World Jamboree A/C	1981.69	63685.21	2567.02	94226.11
Income				
Bradford North District	33106.62		40917.17	
Bradford North Scout Shop	7302.04		6125.70	
Bradford Gang Show	10117.00		2450.22	
Central Explorers	3539.00		4177.50	
World Jamboree A/C	1449.08	55513.74	11989.96	65660.55
		119198.95		159886.66
Expenditure				
Bradford North District	30589.48		69759.69	
Bradford North Scout Shop	6156.22		7051.51	
Bradford Gang Show	8667.42		2317.66	
Central Explorers	4374.59		4497.30	
World Jamboree A/C	2648.75	52436.46	12575.29	96201.45
Totals		66762.49	Totals	63685.21
Closing Balances				
Bradford North District	55507.43		52990.29	
Bradford North Scout Shop	6947.61		5801.79	
Bradford Gang Show	3465.12		2015.54	
Central Explorers	60.31		895.90	
World Jamboree A/C	782.02		1981.69	
Totals		66762.49	Totals	63685.21
Bank Reconciliation - 31/03/24				
Opening Balance 01/04/23		52990.29		81832.81
Deposits	33076.62		40795.32	
Payments	30559.48	2517.14	69637.84	-28842.52
Closing Balance		55507.43		52990.29
Statement Balance 28/06/23		55507.43		52990.29
Unpresented Cheque		0.00		0.00
Reconciliation Balance		55507.43		52990.29



# Bradford North District Scouts

## Notes to Accounts

### Note 1 - District Team Income

Alex Holdsworth Re: Dorothy Holdsworth Funeral	1500.00
St Georges Day Collection & Badges	84.71
Dorothy Holdsworth - Funeral Collection	305.00
Blackhills - Reimbursement for Software Licence	16.80
	<b>1906.51</b>

### Note 2 - District Team Expenditure

Bradford North District Website Licence	18.00
Dorothy Holdsworth Funeral Buffet	214.85
Blackhills - Dorothy Holdsworth Funeral Collection	600.00
Blackhills - Dorothy Holdsworth Bequeathed	1000.00
Mileage Expenses	7.80
Blackhills - Meeting Room Hire	159.00
Stationary	222.82
Charity Digital - Windows Pro Licence (Blackhills)	16.80
District Polo Shirts	104.94
Postage	1.05
Thank you to Scrutineer	69.30
Remembrance Day - Wreath	27.50
	<b>2442.06</b>

### Note 3 - Training Expenses

Pioneering Weekend	74.03
	<b>74.03</b>

### Note 4 - Activities Income

Shooting Competition - Scouts	120.00
Flamingoland	1004.00
Cub Challenge Day	82.50
You Shape Day	210.00
Football Competition - Cubs	40.00
Cooking Competition - Scouts	25.00
Northern Lights - Blackhills Deposit Reimbursed	100.00
Gang Show Adverts	215.00
	<b>1796.50</b>

### Note 5 - Activities Expenditure

Flamingoland	2024.00
Blackhills - Winter Wonderland Deposit	100.00
Shooting Competition	118.97
St Georges Day	577.42
Cub Challenge Day	40.46
Football Competition - Cubs	30.98
You Shape Day	25.04
Blackhills - Deposits for 2024 Activities	150.00
	<b>3066.87</b>

## Bradford North Scouts - Restricted Funds Summary 2024

Group - Funds	Debit	Credit	
<b>10th Bradford North</b>			
01/04/2023 Opening Balance			788.50
			788.50
<b>Squirrels Training Grant</b>			
01/04/2023 Opening Balance			500.00
			500.00
27/03/2024 DLG Pudsey Community Grant (4th Bradford North)		302.08	302.08
	<b>0.00</b>	<b>302.08</b>	
<b>Total Group Funds</b>			1590.58
<b>District Development Fund</b>			
01/04/2023 Opening Balance			3557.40
Bradford North - Branded Table Cloth	84.00		3473.40
Bradford North - Branded Gazebo Canopy & Walls	741.00		2732.40
Scout Network Neckers	130.00		2602.40
Maps of District	18.60		2583.80
Folding Tables	50.97		2532.83
Banners	216.77		2316.06
Leaflets	100.12		2215.94
Taster Sessions for new sections	55.29		2160.65
Soft Axe sets for recruitment events	119.97		2040.68
	<b>1516.72</b>	<b>0.00</b>	
<b>Explorers International</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			603.82
Trsf from Fundraising A/C		2697.90	3301.72
WYSC - First Installment	2750.00		551.72
	<b>2750.00</b>	<b>2697.90</b>	
<b>District Stores</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			1674.85
Wrose - Elec & Water	265.12	24.68	1434.41
BB Properties - Wrose Licence Fee	5.00		1429.41
Maintenance (Gas Cage & Base)	360.24		1069.17
	<b>630.36</b>	<b>24.68</b>	
<b>D of E</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			2784.12
			2784.12
	<b>0.00</b>	<b>0.00</b>	
<b>Scouts - Nordjam</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			2109.55
Nordjam 2024 - Deposits		200.00	2309.55
Nordjam 2024 - Leaflets	30.90		2278.65
	<b>30.90</b>	<b>200.00</b>	
<b>Funds Held in District Bank Account</b>			<b>10314.92</b>

### **Bradford North District Chair Report**

It's always good to reflect on things, and so I started by reading my previous years report, before starting this one. In my closing remarks, I wished 'Godspeed' to our district contingent who were flying out to South Korea for the 25th World Jamboree.

Unfortunately, as we all know, this was not the most successful Jamboree, for several reasons and due to some fundamental flaws, as in holding the Jamboree on a 'flood plain' which with the previous week's rainfall had led to the tents having to be pitched on pallets because of the mud. Equally, this with the incredible heat, had created the perfect environment for mosquitoes too. Due to the Jamboree site being without any tree cover, those extremes of temperature and then the intense storms, led to the decision being taken to evacuate the Jamboree site.

What can be drawn from this was the inadequate planning from the Jamboree's inception and a total lack of risk assessing in choosing the site that they did and furthermore, the lack of sanitation and adequate medical services.

When activities are not well planned and risk assessed, we run the risk of things going wrong as in the terrible and avoidable death of Benjamin Leonard the 16-year-old Explorer Scout, who fell from the Great Orme after being allowed to break away from the group to take what he perceived to be a shorter route back down.

You will of course be aware of the significant ramifications on the back of the 'Prevention of Future Deaths' report into Benjamin's death and the implications for Scouting in the future and in our District.

We as a District have always had managing risk at the forefront of our Scouting and we do not want the refocussing on the need to 'risk assess' all our Scouting activities to become an obstacle in giving the children and young people in Bradford North amazing experiences and the opportunities that can help build confidence, self-esteem and the necessary resilience to succeed in a very competitive and challenging world.

Having recently rejoined the Service Team at Blackhills after a bit of a sabbatical, OK after about 4 years away, I'd forgotten what an amazing resource we have on our doorstep and that we are so lucky as a District to have shared ownership of the site, but which does equally have its challenges.

The other weekend, the site had been booked by the Sikh Community for a day of fun and activities and the young people arrived with smiles on their faces and left being wet to the core, as the weather was horrendous from start to finish, but they were still smiling from ear to ear as they left, as they'd had an amazing time at the site.

There is still an incredibly small number of volunteers who keep the site operational and so it would be good if we could increase the number of volunteers so we can keep the smiles on the children and young people's faces who have spent time at the site and who are eager to come back for more.

We are still getting our heads around the changes in relations to the role and function of the Trustee Board in focussing on the Governance of the District and equally, we have had to look at the role and function of the Blackhills Management Committee, in relation to the running of the site with our fellows Scouters from Bradford South.

We are mindful that there have been some significant changes within Bradford South, but we are determined to work collaboratively and in the very best interests of the site and its many users from both Scouting, youth groups and the many schools in the Bradford district.

We are aware that due to the financial challenges faced by the Local Authority, that one of their two Activity Centres will be closing which is not good news, but equally, this could lead to further bookings for the site.

You might see some changes to the running order of this year's AGM and some changes to the 'make-up' of the Trustee Board and 'terms of office', so please bear with us as its new to us too.

I'd like to close by thanking you all for your amazing dedication and enthusiasm in providing 'outstanding' scouting for the children and young people in Bradford North.

Regards  
John Briggs  
Chair Bradford North Scouts

### **Youth Lead Volunteer Report**

Youth Shaped Scouting allows our young people to make decisions to form and develop their own adventure, integrity, leadership, care, and cooperation in partnership with adults to learn skills for life.

Over the last year youth shaped scouting in Bradford North has been ever growing and in 2023 awarded the most You Shape awards to date, with this set to be beaten by the end of this year. We have seen Youth Shaped Scouting in so many different ways that haven't stopped from Youth Forums around campfires looking at topics from Internationals to What District events we want to see to young people shaping their future scout Sessions that have been taking place. Also, young leaders taking the lead within their sections running activities and squirrels to explorers not only shaping their Scouting experience but also deriving it themselves too which is amazing!



This year we have seen the launch of the You Shape Award for Squirrels. The You Shape Award allows young learn to learn how to speak up and take the lead. The Award is made up of 4 badges- the central badge, plan, lead and represent badge. We have seen lots of badges been sold. Thank you to all the leaders who are supporting this award and running it has part of their programme.

I would like to say a huge thank you to all our amazing adult leaders and helpers that have made this year, the best it can be for our young people. They have learnt so many skills for life!

Our young people are the future of Scouting and that's why it's so important that we guide, support, and give them our time and energy to lead us into the future together.

Oliver Rhodes  
Bradford North – District Youth Lead

### **Programme Team Report**

The Planning Team of Bradford North District have had a busy year organising events for the young people of our district. Across all sections of the district, some events have run extremely well & been well attended, whilst others have not run as they should have due to low booking numbers.

The District held its annual St George's Day celebrations at Blackhills this year, with sunshine coming out making it a wonderful day. The whole district came together for our Whacky Olympics District Camp in May, which was a huge success (the good weather helped). Along with the Squirrels, Beavers & Cubs taking part in the Northern Lights event, which was a huge success.

The Cubs also took part in their Football Tournament, which was well attended. The Games Tournament and the Cub Challenge also took place but were not so well attended.

The Scouts held their annual Cooking Competition, Football Tournament & most recently the Target Competition. All of which were very well attended & a huge hit with the young people.

The Explorers also held their own Cooking Competition, which had more teams participate than the previous year, and the Bradford Monopoly Run, which were enjoyed by all. Unfortunately, the Explorers Target Competition did not run this year due to low numbers.

The Planning Team would welcome any feedback which would help us plan events in the future, along with understanding why some events/activities are well attended, and some aren't. Hopefully we can build on the activities we have ran this year, so they are bigger & better going forward.

## **5. Nominations**

District Chair - John Briggs

District Treasurer - Andrew Wilson

Ex-Officio Trustee Members - Wendy Flatters and Oliver Rhodes

Elected Trustee Members - John Reynolds, Craig Simpson and Phil Stanley

All the above to serve a 2 year term

Scrutineer - Paul Stocks

County Scout Council - to be decided

Blackhills Management Committee - John Reynolds (Campsite Manager), Phil Stanley (Trustee Board Representative Member), Daniel Simpson and Sarah Faulkner

**Bradford North District Scouts**  
**Income & Expenditure Account 2023 / 2024**

	Current Year		Previous Year	
<b>Unrestricted Income</b>				
Training	0.00		0.00	
Scout Association Membership	21875.00		17193.50	
Badge A/C	4303.95		2372.09	
District Team (Note 1)	1906.51		0.00	
Activities (Note 4)	1796.50	29881.96	4343.96	23909.55
<b>Restricted Income</b>				
Groups	302.08		520.00	
Development Fund	0.00		0.00	
4th Bradford North	0.00		7855.02	
Duke of Edinburgh	0.00		30.50	
Stores	24.68		200.00	
Nordjam / Scouts	200.00		0.00	
Explorers International	2697.90	3224.66	8402.10	17007.62
<b>Other Income</b>				
Scout Shop	7302.04		6125.70	
WSJ 2023	1449.08		11989.96	
Central Explorers	3539.00			
Bradford Gang Show	10117.00	22407.12		18115.66
<b>Total Income</b>		55513.74		59032.83
<b>Unrestricted Expenditure</b>				
District Team (Note 2)	2442.06		365.59	
Insurance	660.93		600.13	
Training (Note 3)	74.03		0.00	
Scout Association Membership	15312.00		14440.00	
Donations	0.00		0.00	
Badge A/C	4105.61		1347.92	
Activities (Note 5)	3066.87	25661.50	4244.81	20998.45
<b>Restricted Expenditure</b>				
Groups	0.00		1596.97	
Development Fund	1516.72		0.00	
4th Bradford North	0.00		38459.92	
Duke of Edinburgh	0.00		30.50	
Stores	630.36		323.85	
Nordjam / Scouts	30.90		0.00	
Explorers International	2750.00	4927.98	8350.00	48761.24
<b>Other Expenditure</b>				
Scout Shop	6156.22		7051.51	
WSJ 2023	2648.75		12575.29	
Central Explorers	4374.59			
Bradford Gang Show	8667.42	21846.98		19626.80
<b>Total Expenditure</b>		52436.46		89386.49
<b>Surplus / (Deficit)</b>		<u>3077.28</u>		<u>-30353.66</u>

## Capital Account - 31/03/24

	2024		2023	
<b>Opening Balances</b>				
Bradford North District	52990.29		81832.81	
Bradford North Scout Shop	5801.79		6727.60	
Bradford Gang Show	2015.54		1882.98	
Central Explorers	895.90		1215.70	
World Jamboree A/C	1981.69	63685.21	2567.02	94226.11
<b>Income</b>				
Bradford North District	33106.62		40917.17	
Bradford North Scout Shop	7302.04		6125.70	
Bradford Gang Show	10117.00		2450.22	
Central Explorers	3539.00		4177.50	
World Jamboree A/C	1449.08	55513.74	11989.96	65660.55
		<b>119198.95</b>		<b>159886.66</b>
<b>Expenditure</b>				
Bradford North District	30589.48		69759.69	
Bradford North Scout Shop	6156.22		7051.51	
Bradford Gang Show	8667.42		2317.66	
Central Explorers	4374.59		4497.30	
World Jamboree A/C	2648.75	52436.46	12575.29	96201.45
<b>Totals</b>		<b>66762.49</b>	<b>Totals</b>	<b>63685.21</b>
<b>Closing Balances</b>				
Bradford North District	55507.43		52990.29	
Bradford North Scout Shop	6947.61		5801.79	
Bradford Gang Show	3465.12		2015.54	
Central Explorers	60.31		895.90	
World Jamboree A/C	782.02		1981.69	
<b>Totals</b>		<b>66762.49</b>	<b>Totals</b>	<b>63685.21</b>

### Bank Reconciliation - 31/03/24

Opening Balance 01/04/23	52990.29	81832.81
Deposits	33076.62	40795.32
Payments	30559.48	2517.14
Closing Balance	55507.43	52990.29
Statement Balance 28/06/23	55507.43	52990.29
Unpresented Cheque	0.00	0.00
Reconciliation Balance	55507.43	52990.29

# Bradford North District Scouts

## Notes to Accounts

### Note 1 - District Team Income

Alex Holdsworth Re: Dorothy Holdsworth Funeral	1500.00
St Georges Day Collection & Badges	84.71
Dorothy Holdsworth - Funeral Collection	305.00
Blackhills - Reimbursement for Software Licence	16.80
	<b>1906.51</b>

### Note 2 - District Team Expenditure

Bradford North District Website Licence	18.00
Dorothy Holdsworth Funeral Buffet	214.85
Blackhills - Dorothy Holdsworth Funeral Collection	600.00
Blackhills - Dorothy Holdsworth Bequeathed	1000.00
Mileage Expenses	7.80
Blackhills - Meeting Room Hire	159.00
Stationary	222.82
Charity Digital - Windows Pro Licence (Blackhills)	16.80
District Polo Shirts	104.94
Postage	1.05
Thank you to Scrutineer	69.30
Remembrance Day - Wreath	27.50
	<b>2442.06</b>

### Note 3 - Training Expenses

Pioneering Weekend	74.03
	<b>74.03</b>

### Note 4 - Activities Income

Shooting Competition - Scouts	120.00
Flamingoland	1004.00
Cub Challenge Day	82.50
You Shape Day	210.00
Football Competition - Cubs	40.00
Cookng Competition - Scouts	25.00
Northern Lights - Blackhills Deposit Reimbursed	100.00
Gang Show Adverts	215.00
	<b>1796.50</b>

### Note 5 - Activities Expenditure

Flamingoland	2024.00
Blackhills - Winter Wonderland Deposit	100.00
Shooting Competition	118.97
St Georges Day	577.42
Cub Challenge Day	40.46
Football Competition - Cubs	30.98
You Shape Day	25.04
Blackhills - Deposits for 2024 Activities	150.00
	<b>3066.87</b>



## Bradford North Scouts - Restricted Funds Summary 2024

Group - Funds	Debit	Credit	
<b>10th Bradford North</b>			
01/04/2023 Opening Balance		788.50	
		788.50	
<b>Squirrels Training Grant</b>			
01/04/2023 Opening Balance		500.00	
		500.00	
27/03/2024 DLG Pudsey Community Grant (4th Bradford North)		302.08	302.08
	<b>0.00</b>	<b>302.08</b>	
	<b>Total Group Funds</b>		1590.58
<b>District Development Fund</b>			
01/04/2023 Opening Balance		3557.40	
Bradford North - Branded Table Cloth	84.00	3473.40	
Bradford North - Branded Gazebo Canopy & Walls	741.00	2732.40	
Scout Network Neckers	130.00	2602.40	
Maps of District	18.60	2583.80	
Folding Tables	50.97	2532.83	
Banners	216.77	2316.06	
Leaflets	100.12	2215.94	
Taster Sessions for new sections	55.29	2160.65	
Soft Axe sets for recruitment events	119.97	2040.68	
	<b>1516.72</b>	<b>0.00</b>	
<b>Explorers International</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			603.82
Trsf from Fundraising A/C		2697.90	3301.72
WYSC - First Installment	2750.00		551.72
	<b>2750.00</b>	<b>2697.90</b>	
<b>District Stores</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			1674.85
Wrose - Elec & Water	265.12	24.68	1434.41
BB Properties - Wrose Licence Fee	5.00		1429.41
Maintenance (Gas Cage & Base)	360.24		1069.17
	<b>630.36</b>	<b>24.68</b>	
<b>D of E</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			2784.12
			2784.12
	<b>0.00</b>	<b>0.00</b>	
<b>Scouts - Nordjam</b>	<b>Debit</b>	<b>Credit</b>	<b>Balance</b>
01/04/2023 Opening Balance			2109.55
Nordjam 2024 - Deposits		200.00	2309.55
Nordjam 2024 - Leaflets	30.90		2278.65
	<b>30.90</b>	<b>200.00</b>	
<b>Funds Held in District Bank Account</b>			<b>10314.92</b>

I report on the accounts of the Group/District for the year ended 31 March 2024.

### **Respective responsibilities of Trustees and Scrutineer**

As the District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

### **Basis of Scrutineer's Statement**

In accordance with the directions given in the District's constitution, I have scrutinised the records and the accounts set out on Receipts and Payments Accounts.

### **Scrutineer's Statement**

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: *P. Stocks*

Paul Stocks

Address: *7 BLAKEHILL AVENUE*  
*BRADFORD*  
*BD2 3JT*

Date: *20/6/24*