

# 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

Crafts Hill District Scout Council

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

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62 Greenhaze Lane

Great Cambourne

Cambridge

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	Gary Claypole	Chairman	
2	Claire Griffiths	Treasurer	
3	Ian Douglas	District Lead Volunteer	
4	Paul Smith	District Youth LV	
5	Richard Martin		
6	Richard Young		
7	Giles Williams		
8	Ann Jones		
9	Nathan Hills		
10	David Martin		
11	Sarah Seekings		
12	Marina Deller		
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:

The District is managed by the District Trustee Board, 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.

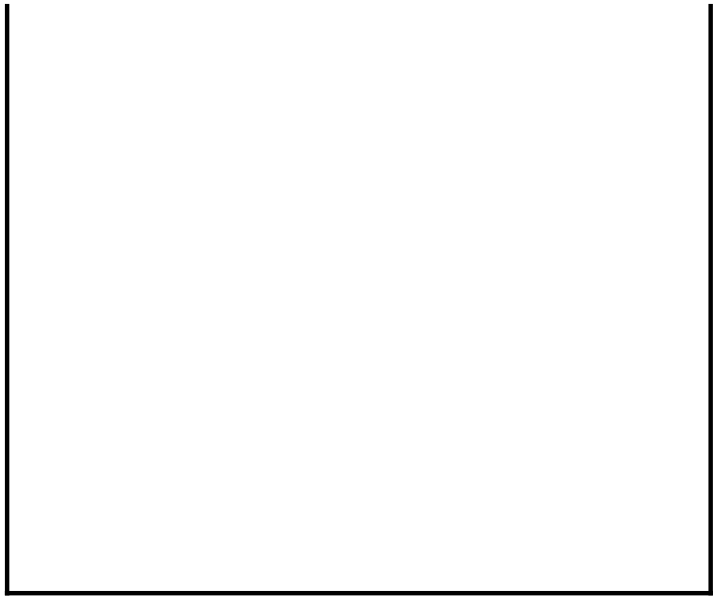
Policies and procedures adopted for:

a) the induction and training of trustees;  
b) trustee' consideration of major risks and the systems and procedures to manage them

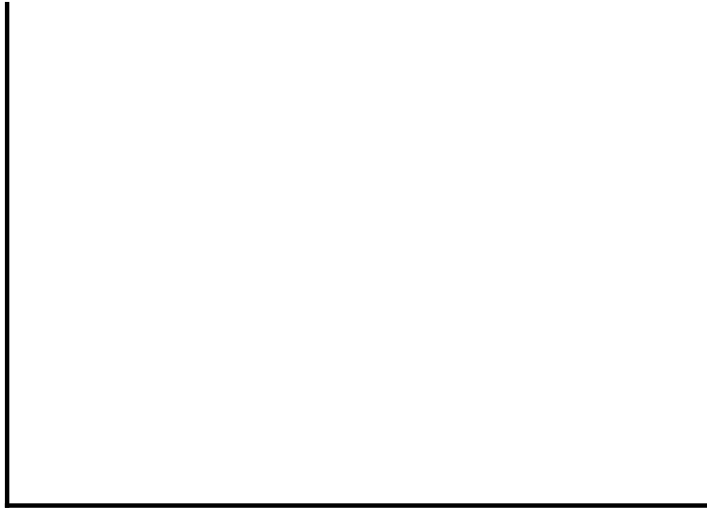
The Trustee Board consists of the Chair, Treasurer and 9 Trustees (including 2 Ex Officio Trustees, and 0 co-opted Trustees) and meets every 4 months.

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 data-bbox="598 958 1313 1131"><b>Risk and Internal Control</b> 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.</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> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values: <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal. <b>Respect</b> - We have self-respect and respect for others. <b>Care</b> - We support others and take care of the world in which we live. <b>Belief</b> - We explore our faiths, beliefs and attitudes. <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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	

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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.

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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
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Summary of the main achievements of the charity during the year

Squirrel Dreys have now increased to 5 and there will be more this coming year. Explorer Scouts are continuing to grow as are Young Leader numbers. There is discussion around opening more Units in the District. This is continuing our success of keeping young people involved in the movement. Overall member numbers have increased again nearly passing 1100. We are making efforts to reduce the waiting list for new members so expect next year to increase yet again.

Section E	Financial Review
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Brief statement of the charity's policy on reserves

**Reserves Policy**  
The District's 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 12 months running costs, circa £1500.  
  
The Group held reserves of approximately £5000 against this at year end. This is above the level/below required for operating expenses. However this can be explained by increased membership numbers

Quantify and explain any designations

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Details of any funds materially in deficit

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(circumstances plus steps to eliminate)

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);

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

• investment policy and objectives;

**Investment Policy**

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.

The Group Trustee Board regularly monitors the levels of bank balances and the interest rates received to ensure the group 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 Group Trustee Board considers the cash flow requirements.

Section F

Other Optional Information

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

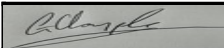
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Gary Claypole

Position (eg Secretary, Chair)

Chairman

Date

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Crafts Hill District Scouts  
Receipts and Payments Account

For the year from	2023/04	2023/04	2023/04	2023/04	2023/04	2023/04	2023/04	TO
	01/05/2024	01/05/2024	01/05/2024	01/05/2024	01/05/2024	01/05/2024	01/05/2024	30/04/2025
	Year ended 04/05	Year ended 04/05	Year ended 04/05	Year ended 04/05	Year ended 04/05	Year ended 04/05	Year ended 04/05	Year ended 04/05

Receipts and payments

Receipts		2025/04		2025/04		2025/04		2025/04		2025/04		2025/04		2025/04		2025/04	
Donations, legacies and similar income		£	Scouts	£	Cubs	£	Beavers	£	Active Support	£	District	£	Crafts Hill	£	Scouts	£	Cubs
Membership subscriptions	8,400			-							55,533		63,333				
Unit membership subscriptions paid on (National/County/Area/Charity)	(3,803)			-							(53,119)		(57,176)				
Net membership subscriptions related	4,598			-			-		-		2,221		6,799				
Donations	-			-							-		-				
Legacies	-			-							-		-				
Gift Aid	-			-							-		-				
Other similar income (Pewee Road)	-			-							400,300		400,300				
Sub total	4,598			-			-		-		402,827		407,063				
Grants																	
Maintenance grant	-			-							-		-				
Other grants	-			-							-		-				
Sub total	-			-			-		-		-		-				
Fundraising (gross)	-			-			-		-		-		-				
St George's Day Parade	-			-			-		-		-		-				
Detail 2	-			-			-		-		-		-				
Other fundraising activities	2,000			-			-		-		-		2,000				
Sub total	2,000			-			-		-		-		2,000				
Investment income																	
Bank interest	-			-			-		-		-		-				
Building Society interest	-			-			51		-		-		51				
The Scout Association Short Term Investment Service	-			-			-		-		-		-				
Property Rent income	-			-			-		-		-		-				
Badges Supply income	-			-			-		-		350		350				
Sub total	-			-			51		-		350		401				
Income from charitable activities																	
Camping and other activities income	8,542			7,468			3,735				100		19,855				
Detail 1	-			-			-		-		-		-				
Detail 2	-			-			-		-		-		-				
Sub total	8,542			7,468			3,735		-		100		19,855				
Total Gross Income	15,580			7,468			3,735		-		402,077		429,821				
Asset and Investment sales, etc.																	
Total receipts	15,580			7,468			3,735		-		402,077		429,821				

Receipts		2024/04		2024/04		2024/04		2024/04		2024/04		2024/04		2024/04		2024/04	
Unrestricted funds		£	Scouts	£	Cubs	£	Beavers	£	Active Support	£	District	£	Crafts Hill	£	Scouts	£	Cubs

Crafts Hill District Scouts  
Receipts and Payments Account

Year from date	Year from date	Year from date	Year from date	Year from date	Year from date
For the year from	01/05/2024	01/05/2024	01/05/2024	01/05/2024	01/05/2024

Year to date	Year to date	Year to date	Year to date	Year to date	Year to date
30/04/2025	30/04/2025	30/04/2025	30/04/2025	30/04/2025	30/04/2025

Receipts and payments

2025/04	2025/04	2025/04	2025/04	2025/04	2025/04
Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds
£	£	£	£	£	£

2024/04	2024/04	2024/04	2024/04	2024/04	2024/04
Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds
£	£	£	£	£	£

Payments					
Charitable Payments					
Total programme and activities	8,808		7,778	4,374	1,474
Adult support and training	155		-		(3,233)
Rent	1,588		-	36	-
Water and Sewerage	-		-	-	-
Electricity and Gas	-		-	-	-
Insurance	-		-	-	-
Repairs and Renewals	-		-	-	-
Materials and equipment	4,833		-	-	4,805
Printing and photocopying	-		-	-	-
Contribution to camp costs	-		-	104	104
Uniforms	479		-	505	385
RCA and trustee expenses	-		-	129	129
Charitable Donations	-		-	-	-
Variable	41		-	38	77
District Admin	-		-	-	-
Sub total	15,644	-	7,778	4,374	312
Total Gross Expenditure					
	15,644	-	7,778	4,374	312
Asset and Investment purchases, etc.					
					-
Total payments					
	15,644	-	7,778	4,374	312
Net of receipts/(payments)					
	538	-	(310)	(578)	(312)
Cash funds last year end	12,221	-	955	2,336	484
Cash funds this year end	13,256	-	645	1,758	152
					412,885
					428,878

	5,515		385	6,843	392	39	12,782
	-		-			-	3,515
	357		-			-	357
	-		-			-	-
	-		-			-	-
	-		-			-	-
	428		-			1,588	1,797
	-		-			-	-
	19,284		-			-	19,284
	1,193		-			417	1,399
	-		-			169	169
	-		-			-	-
	-		-			18	18
	-		-			-	-
	26,788	-	385	6,843	392	5,417	39,785
Total Gross Expenditure							
	26,788	-	385	6,843	392	5,417	39,785
Asset and Investment purchases, etc.							
							-
Total payments							
	26,788	-	385	6,843	392	5,417	39,785
Net of receipts/(payments)							
	(2,145)	-	227	1,285	(210)	(2,855)	(4,788)
Cash funds last year end	15,856	-	727	1,131	674	11,769	20,167
Cash funds this year end	12,721	-	955	2,336	484	8,904	25,379
							-



Statement of assets and liabilities at the end of the year

(536)

	2025/04	2025/04	2025/04	2025/04	2025/04	2025/04	2025/04	2024/04	2024/04	2024/04	2024/04	2024/04	2024/04
	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds	Unrestricted funds
Cash funds	£	£	£	£	£	£	£	£	£	£	£	£	£
Bank current account	13,256		646			72	412,865	428,086	13,721		865	2,336	229
Bank deposit account													
Building society account													
The Scout Association Sport Team Investment Service													
Charity shops						86		86					
Total cash funds	13,256	-	646	1,758	152	412,865	428,076	12,721	-	955	2,336	234	234
Other monetary assets													
Tax claim													
Bank note from the County/Assembly Group													
Finance claim													
Sub total	-	-	-	-	-	-	-	-	-	-	-	-	-
Investment assets													
Investment property - detail													
Quoted investments													
Other investments - NI Savings Account						11,982	11,982						
Sub total	-	-	-	-	-	11,982	11,982	-	-	-	-	-	-
Non monetary assets for charity's own use													
Scout stock							454	454				548	548
Other stock													
Land and buildings													
Motor vehicles													
Scouting equipment, furniture etc													
Other													
Sub total	-	-	-	-	-	454	454	-	-	-	-	-	-
LIABILITIES													
Accounts not yet paid													
Expenses incurred but not invoiced													
Subscriptions not yet paid													
Loans - detail													
Other liabilities													
Sub total	-	-	-	-	-	-	-	-	-	-	-	-	-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 25th September 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by:

Signature	Print Name	Chairman
	Gary Clapton	
	Claire Griffiths	Treasurer

# Scrutineer's report to the trustees

## Scrutineer's Report to the Trustees of Crafts Hill District Scout Council

I report on the accounts of the District for the year ended 30<sup>th</sup> April 2025.

### Respective responsibilities of Trustees and Scrutineer

As the Group's/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 Group's/District's constitution, I have scrutinised the records and the accounts set out on pages 7 to 9.

### Scrutineer's Statement

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

Name: Nigel Mark Poulter ACA

Address: .32 West Street  
Over  
Cambridge  
CB24 5PL

Date: 7<sup>th</sup> September 2025