

**SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

**ACCOUNTS**

**FOR THE YEAR ENDED 5 APRIL 2024**

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## **SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

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**SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

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**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 5 APRIL 2024**

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	£	2024 £	£	2023 £
<b>Income</b>				
Membership fees	49,224		46,322	
Unpaid membership fees	1,378		(1,431)	
District events	4,200		-	
Explorer unit income	25,526		15,690	
Cooper Lane income	201		293	
Grants received	-		11,000	
Donations received	500		6,800	
Transfers In	-		9,596	
		<b>81,029</b>		<b>88,270</b>
<b>Less: Expenditure</b>				
<b>General expenses</b>				
Membership fees paid	43,950		41,658	
District events	7,626		122	
Explorers Unit expenses	14,251		18,845	
Explorer District expenses	13,393		392	
Cooper Lane expenses	520		1,720	
DC expenses	497		662	
AGM expenses	115		94	
Exec Committee expenses	160		63	
Trading Post and badges	507		830	
Young Leader expenses	49		-	
Licences	363		331	
Transfer to 5th Norwich	-		1,000	
	<b>81,431</b>		<b>65,717</b>	
<b>Exceptional expenses</b>				
Cooper Lane development work	-		15,364	
Grants paid	-		7,300	
Equipment purchases	-		2,057	
WSJ expenses	2,122		5,760	
	<b>2,122</b>		<b>30,481</b>	
		<b>83,553</b>		<b>96,198</b>
<b>Surplus/(Deficit) for the year</b>		<b>(2,524)</b>		<b>(7,928)</b>

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**SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

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**COOPER LANE CAMPSITE ACCOUNTS  
FOR THE YEAR ENDED 5 APRIL 2024**

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	2024 £	2023 £
<b>Income</b>		
Camping and pitch fees	105	190
Campsite badge sales	-	3
Rent received	96	100
Donations received	500	5,800
	<hr/>	<hr/>
<b>Total Income</b>	701	6,093
<b>Less: Expenses</b>		
Cleaning	-	10
Repairs and maintenance	520	1,563
Materials and badges	-	147
	<hr/>	<hr/>
<b>Total Expenses</b>	520	1,720
	<hr/>	<hr/>
	181	4,373
<b>Other expenditure</b>		
Development work	-	15,364
	<hr/>	<hr/>
<b>Net income/(expenditure) for the year</b>	181	(10,991)
	<hr/> <hr/>	<hr/> <hr/>

Cooper Lane is the campsite operated by Southern Norwich. The site consists of 3.7 acres of woodland and glades adjacent to the River Yare. It is maintained by a small group of volunteers and is only half an hour on foot from the centre of Norwich. The site is rented on a long term lease from Norwich City Council.

Major development work took place in the last two financial years to improve the site and construct facilities such as toilets, showers and a washing area.

The District has now opened up the site for wider use by Southern Norwich, other Districts as well as Scouts from further afield. The aim is for the campsite to generate enough income to cover the annual expenditure for its upkeep and maintenance.

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## SOUTHERN NORWICH DISTRICT SCOUT COUNCIL

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### SUMMARY OF DISTRICT FUNDS FOR THE YEAR ENDED 5 APRIL 2024

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District Funds as at 06/04/2023	<u>£38,574.25</u>
Deficit for the year to 05/04/2024	(£2,523.94)
District Funds as at 05/04/2024	<u>£36,050.31</u>

#### Treasurer's Summary

- The accounts for 2023/24 show a deficit for the year. The deficit arising is largely due to spending by the District Explorers exceeding the income received from its members during the year. On 5<sup>th</sup> April 2024 the District had available funds of £36,050.31.
- Specific amounts have been designated and ringfenced towards individual projects and funds. Full details can be found in the notes included on page 5.
- The accounts have been independently checked and examined by Steve Martin, County Treasurer and Trustee for Norfolk Scouts.
- A breakdown of the movements and balances on each individual account can be found on pages 4 – 7.



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**Aaron Wyatt**  
District Treasurer

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## SOUTHERN NORWICH DISTRICT SCOUT COUNCIL

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### INDIVIDUAL ACCOUNTS ANALYSIS FOR THE YEAR ENDED 5 APRIL 2024

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#### District Account

Opening Funds	£28,418.50
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	DR (£)	CR (£)
Membership Fees      2023/24	43,950.00	49,224.00
Membership Fees      2022/23		1,377.50
District Events	7,626.06	4,200.00
Cooper Lane	520.00	201.00
WSJ Grant and Expenses	2,121.92	
General Expenses	63.28	
DC Expenses	496.88	
Exec Expenses	159.99	
AGM Expenses	114.90	
Licence	363.30	
Donations		500.00

Closing Funds	£28,504.67
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#### Represented by:

District Bank Account	- Unrestricted funds	12,862.50
	- Designated (Cooper Lane)	4,029.50
	- Restricted (Loddon Scout Group)	8,195.50
	- Restricted (World Scout Jamboree)	2,117.17
	- Designated (Hardship Fund)	1,300.00
		<b>28,504.67</b>

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## SOUTHERN NORWICH DISTRICT SCOUT COUNCIL

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### INDIVIDUAL ACCOUNTS ANALYSIS FOR THE YEAR ENDED 5 APRIL 2024

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#### **Treasurer's Notes – District Account**

- 2023/24 Membership Fees
  - The full amount owed had been paid over to County by 05/04/2024. All amounts were received on time from the groups within the District.
- Restricted and Designated Funds
  - Cooper Lane – income relating to Cooper Lane campsite is designated to cover the ongoing costs associated with running the site, including rent, rates and general maintenance.
  - Loddon – the group based at Loddon shut down during 2022/23 and its funds were transferred to the District. These funds have been ringfenced for a period of two years in case it becomes possible to reopen the group.
  - World Scout Jamboree – the District received a £10,000 grant during 2022/23 to benefit the participants attending the WSJ in the summer of 2023. The remaining balance has been kept ringfenced to support members of the District attending future World Scout Jamborees.
  - Hardship Fund – the executive committee budgeted and agreed to set aside some funds each year to be placed into a hardship fund. For 2023/24 this amount was £650.

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**SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

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**INDIVIDUAL ACCOUNTS ANALYSIS  
FOR THE YEAR ENDED 5 APRIL 2024**

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**Explorers Account**

<b>Opening Funds</b>		<b>£10,155.75</b>
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	DR (£)	CR (£)
<u>Income</u>		
District		11,765.53
Raiders		2,328.34
Scavengers		3,630.73
Vermin		2,176.08
Pythons		1,112.18
Emu		1,957.61
Jackals		2,556.01

**Expenditure**

District	430.50
District Events	13,392.90
Raiders	1,658.47
Scavengers	3,053.33
Vermin	765.07
Pythons	-
Emu	379.86
Jackals	964.25
Membership Fees paid to District (23/24)	7,000.00
Trading Post / Badges	492.21

<b>Closing Funds</b>	<b>£7,545.64</b>
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**SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

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**INDIVIDUAL ACCOUNTS ANALYSIS  
FOR THE YEAR ENDED 5 APRIL 2024**

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**Represented by:**

Explorers Bank Account	5,023.79
Explorers OSM Account	2,521.85
	<hr/> <b>7,545.64</b> <hr/>

**Treasurer's Notes – Explorer Account**

- A breakdown of the closing funds on 5 April 2024 can be found on page 8. This shows a summary split of the funds between the various Explorer Units within the District.

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**SOUTHERN NORWICH DISTRICT SCOUT COUNCIL**

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**BREAKDOWN OF EXPLORER FUNDS  
FOR THE YEAR ENDED 5 APRIL 2024**

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	<b>Total (£)</b>	<b>District (£)</b>	<b>Raiders (£)</b>	<b>Scavengers (£)</b>	<b>Vermin (£)</b>	<b>Pythons (£)</b>	<b>Emu (£)</b>	<b>Jackals (£)</b>
<b>Funds at 06/04/2023</b>	10,155.75	-	767.93	6,677.54	2,297.88	2,632.11	(416.10)	(1,803.61)
Income 2023/24	25,526.48	11,765.53	2,328.34	3,630.73	2,176.08	1,112.18	1,957.61	2,556.01
Expenses 2023/24	(11,439.75)	(9,003.20)	(946.92)	(780.35)	(647.32)	-	(15.16)	(46.80)
Equals Expenses 2023/24	(218.69)	(114.50)	-	(104.19)	-	-	-	-
OSM Expenses 2023/24	(9,478.15)	(5,297.91)	(711.55)	(2,118.79)	(117.75)	-	(314.70)	(917.45)
Allocate Trading Post	-	322.21	(38.76)	(146.00)	(137.45)	-	-	-
2023/24 Membership Fees	(7,000.00)	(784.00)	(1,064.00)	(1,288.00)	(840.00)	(672.00)	(952.00)	(1,400.00)
Payments to groups	-	-	-	-	-	-	-	-
Allocate District Expenses	-	829.65	(218.42)	(78.08)	(125.59)	(172.52)	(224.17)	(10.86)
<b>Funds at 05/04/2024</b>	7,545.64	(2,282.22)	116.62	5,792.86	2,605.85	2,899.77	35.48	(1,622.71)

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I report to the trustees on my examination of the accounts for Southern Norwich District Scout Council (Charity number: 1149767) for the year ended 05/04/2024.

As the charity's trustees, 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 which comprised of a review of the accounting records kept by the charity and a comparison of the accounts presented with them. The procedures I have undertaken do not comprise of a full audit and therefore I give no opinion as to whether the accounts present a 'true and fair' view.

I have completed my examination and confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which as stated is not a matter considered as part of an independent examination.

I 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.



**Examiner:** Steve Martin  
Norfolk County Scouts - Treasurer  
14 February 2025

# Trustees' Annual Report

For the period

From (start date) 

0	6	0	4	2	3
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 to end date 

0	5	0	4	2	4
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Section A	Reference and administration details
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Charity name	<table border="1"><tr><td colspan="10">Southern Norwich District Scout Council</td></tr></table>	Southern Norwich District Scout Council																																									
Southern Norwich District Scout Council																																											
Other names the charity is known by	<table border="1"><tr><td colspan="10">Southern Norwich Scouts</td></tr></table>	Southern Norwich Scouts																																									
Southern Norwich Scouts																																											
Registered charity number (if any)	<table border="1"><tr><td>1</td><td>1</td><td>4</td><td>9</td><td>7</td><td>6</td><td>7</td></tr></table>	1	1	4	9	7	6	7																																			
1	1	4	9	7	6	7																																					
Charity's principal address	<table border="1"><tr><td colspan="10">Eaton Vale</td></tr><tr><td colspan="10">Church Lane</td></tr><tr><td colspan="10">Eaton, Norwich</td></tr><tr><td colspan="5">Postcode</td><td>N</td><td>R</td><td>4</td><td></td><td>6</td><td>N</td><td>N</td></tr></table>	Eaton Vale										Church Lane										Eaton, Norwich										Postcode					N	R	4		6	N	N
Eaton Vale																																											
Church Lane																																											
Eaton, Norwich																																											
Postcode					N	R	4		6	N	N																																

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	Aaron Wyatt	Treasurer	
2	Penny Harris		
3	Robert Howes-Ward	Chair	07/09/24 to present
4	Michael Price		07/09/24 to present
5	Anita Diaper		
6	Sara Harrison		
7	Robin Parker		
8			
9			
10			
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
None		

**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 Group Trustee Board, the members of which are the 'Charity Trustees' of the District which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of the Chair, Treasurer and 5 Trustees.

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.

The group has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, for instance 2 signatories for all payments.

**Section C****Objectives and activities****The Purpose of Scouting**

<p>Summary of the objects of the charity set out in its governing document</p>	<p>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:</p> <ul style="list-style-type: none"> <li>- enjoy what they are doing and have fun</li> <li>- take part in activities indoors and outdoors</li> <li>- learn by doing</li> <li>- share in spiritual reflection</li> <li>- take responsibility and make choices</li> <li>- undertake new and challenging activities</li> <li>- make and live by their Promise.</li> </ul>
<p>Summary of the main activities in relation to these objects</p>	
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	
<p>Public benefit statement</p>	<p>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.</p>

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 District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The District Trustee Board considers that they should hold a sum equivalent to at least 12 months running costs.

The District held reserves of approximately £36,050 against this at year end.

Quantify and explain any designations

Details of any funds materially in deficit (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
    - 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)

The District plans to hold its annual St Georges Activity Day again in 2025.

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)

Aaron Wyatt

Position (eg Secretary, Chair)

Treasurer

Date

040325