



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1st Jan 2021      Period start date To 31 Dec 2021      Period end date

**Charity name:** Bishops Stortford & District Scout Council

**Charity registration number:** 1154953

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The objectives of the District are as a unit of the Scout Association. The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Ongoing support to the District team and local Scout Groups.</b>  <b>Organisation of several District wide events</b>  <b>Management and oversight of the District Budget</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. All trustees are subject to annual appointment at the District AGM and, once appointed, serve until the following AGM.</b>

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### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>Grants are made from time to time to leaders within the scout district to carry out training towards gaining national body awards so that they can obtain permits to enable members of their groups to take part in permitted activities</b>
Policy on social investment including program related investment	Para 1.38	<b>Social investment is carried out through the delivery of scouting activities via the scout programme.</b>
Contribution made by volunteers	Para 1.38	<b>None</b>
Other		

### **Achievements and Performance**

	SORP reference	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>During the year the District has organised and supported a range of activities for the various sections within Bishops Stortford and District, as well as providing financial support towards training and specific activities. On behalf of the District, the Executive would like to thank all those who helped to organise and run these events.</b></p> <p><b>The appointments committee has continued its valuable work in administering leader appointments in the district</b></p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>Our District, like most charities, holds some funds in reserve. Our level of reserves is set to ensure that there is sufficient resources to continue the core activities of the District should income fall short. The District executive committee considers that the District should hold a sum equivalent to 12 month annual subscriptions, circa £45,000 in reserve, and £17,000 of this is held on deposit with TSA. Should the level of reserves falls below the target level the District executive committee will make efforts to restore the level within next financial years.</b>
Amount of reserves held	Para 1.22	<b>£76,383</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>The principle source of funds is the annual levy charged by the District for all scout paying members of those within the District</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal		<b>Ongoing risk of the membership reducing due to the current financial</b>

risks facing the charity	Para 1.46	<b>forecast. Increased risk of the need to subsidise individuals and groups due to the current financial situation.</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>The District's governing documents are those of 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.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The District is a trust established under its rules which are common to all Scouts. The Scout Association and the District are Public Benefit Entities</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. All trustees are subject to annual appointment at the District AGM and, once appointed, serve until the following AGM.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>The District is managed by the Executive Committee, the members of which are the 'Charity Trustees' as identified above. 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 Trustees, including officers, receive no remuneration and they and others who support the Scouting activities of the District do so as volunteers, with there being no cost to the District for the time committed. This Executive Committee exists to support District activities which are intended to support the development of Scouting within Bishops Stortford and District and to support the individual Scout groups. This includes a number of activities</b>
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		<p>mandated by the Scout Association, for example leader appointments, as well as provision of support to beavers, cubs and scouts. Explorers, whilst being attached to groups in the District, are designated a District section and as such the District has broader responsibility for those sections including in respect of funding. In undertaking activities and their management of the District, the Trustees have regard to the Charity Commission's guidance on public benefit. The Executive Committee meets approximately every 3 months and receives reports from the District Commissioner, Treasurer and from representatives of each section. All leaders within the District are entitled to attend these meetings, and dates are published on the District calendar</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	See above
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Bishops Stortford and District Scout Council
Other name the charity uses	
Registered charity number	1154953

Charity's principal address	24 Foxley Drive Bishops Stortford Herts CM23 2EB



		Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
	1	John Henson	Chair	1/1/21 to 31/12/21	
	2	William Compton	District Commissioner	1/1/21 to 31/12/21	
	3	Nigel Reed	Treasurer	1/1/21 to 31/12/21	
	4	Kate Reed	Secretary	1/1/21 to 31/12/21	
	5	Simon Carter		1/1/21 to 31/12/21	
	6	Nick Jones		1/1/21 to 31/12/21	
	7	Maureen Hargrave	Deputy District Commissioner	1/1/21 to 31/12/21	
	8	Tom Wiffen		1/1/21 to 31/12/21	
	9	Jay Oram		1/1/21 to 31/12/21	
	10	Marc Anderson		1/1/21 to 31/12/21	
	11	Edd Jones		1/1/21 to 31/12/21	
	12	Becky Beaumont		1/1/21 to 31/12/21	
	13	Sophie Brixton		1/1/21 to 31/12/21	
	14				
	15				
	16				
	17				
	18				
	19				
	20				

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

	Type of adviser	Name	Address
	Name of chief executive or names of senior staff members (Optional information)		

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

**Signed on behalf of the charity's trustees**

**Signature(s)**



**Full name(s)**

**Position (eg  
Secretary, Chair,  
etc)**

Chair

**Date**

26/10/22

**Bishop's Stortford & District Scout Council**  
**Balance Sheet**  
**For the year ended 31 December 2021**

	note	31/12/2021	31/12/2020	31/12/2019
		£	£	£
<b>FIXED ASSETS</b>				
Tangible fixed assets	1	0	0	0
<b>CURRENT ASSETS</b>				
Cash at bank	2	19,288.70	9,812.30	6,498.51
Bank Deposit Account		27,843.81	27,751.24	25,084.38
Scout Association Short Term Investment		17,000.00	17,000.00	17,000.00
Explorer A/Cs		12,210.98	11,355.46	12,360.39
Scout Shop		0.00	6,070.97	4,526.35
Total current assets		76,343.49	71,989.97	65,469.63
<b>Less CURRENT LIABILITIES</b>		0	0	0
<b>NET TOTAL ASSETS</b>		<u>76,343.49</u>	<u>71,989.97</u>	<u>65,469.63</u>

**Notes**

1. Equipment purchased is expensed through the income & expenditure in the same year as purchased
2. Includes £2,453.06 in the Camp account being working capital and surpluses from previous Scouting camps, other activities and Lochearnhead Expeditions

Our District, like most charities, hold some funds in reserve. Our level of reserves is set to ensure that there is sufficient resources to continue the core activities of the District should income fall short. The District executive committee considers that the District should hold a sum equivalent to 12 months annual subscriptions and expenditure, circa £58,000 in reserve, and £17,000 of this is held on deposit with TSA. Should the level of reserves falls below the target level, the District Executive Committee will make efforts to restore the level within next financial year.

**Bishop's Stortford & District Scout Council**  
**Income & Expenditure account**  
**For the year ended 31 December 2021**

Code	Income	Year ended 31/12/2021	Year ended 31/12/2020	Year ended 31/12/2019
	<b>Total Income</b>	<b>£68,173.82</b>	<b>£65,797.49</b>	<b>£94,336.58</b>
	Annual subscriptions	41,958.00	45,961.50	47,481.00
	Scout shop	0.00	0.00	2,385.50
	Beavers	0.00	10.00	0.00
	Cubs	451.85	0.00	393.02
	Scouts	0.00	0.00	130.00
A	Explorers	12,893.59	8,885.02	28,971.26
	Network	0.00	0.00	0.00
	Training	0.00	140.00	560.00
A	Lochearnhead Exp	0.00	0.00	0.00
A	Explorer events	0.00	0.00	0.00
A	Scout Shop & Badges	12,705.59	7,918.83	14,222.54
	Charity fundraising	0.00	2,467.07	0.00
	Interest	109.97	262.75	193.26
	Other Income	54.82	152.32	0.00
	<b>Expenditure</b>			
	Annual subscriptions	38,461.50	38,598.00	39,729.00
	Beavers	412.33	63.39	364.54
	Cubs	99.89	630.92	297.99
	Scouts	64.74	0.00	435.36
A	Explorers	12,094.06	9,822.07	28,831.42
	Network	0.00	24.90	0.00
	DLT	652.45	313.88	86.00
	Training	1,114.66	895.82	1,941.66
	Scout Shop & Badges	9,238.04	6,374.21	17,133.34
	Swimming	0.00	483.00	0.00
	Charities	25.00	18.50	50.00
	AGM/Awards night	0.00	0.00	1,180.41
	Other District events	0.00	0.00	507.04
	Website	185.83	344.93	22.66
	Insurance	418.12	503.94	384.43
A	Lochearnhead Exp	0.00	0.00	0.00
A	Explorer events	0.00	0.00	1,376.32
	Jamboree	0.00	0.00	84.60
	Administration	596.31	742.84	791.05
	Equipment purchase	457.37	460.75	123.97
	<b>Total Expenditure</b>	<b>£63,820.30</b>	<b>£59,277.15</b>	<b>£93,339.79</b>
	<b>Net income over expenditure</b>	<b>£4,353.52</b>	<b>£6,520.34</b>	<b>£996.79</b>

A - Not in main bank account



Section A

Independent Examiner's Report

Report to the trustees/ members of	Bishops Stortford Scout District		
On accounts for the year ended	31 <sup>st</sup> December 2021	Charity no (if any)	1154953
Set out on pages			

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and  
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's 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 which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the 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 is not a matter considered as part of an independent examination.

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

15 April 2022

Name:

M.W. Trippick D.Phil, BSc, ACMA

Relevant professional  
qualification(s) or body  
(if any):

Institute of Chartered Management Accountants

Address:

67 The Paddock

Bishop's Stortford

CM23 4JW