

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day01	Month01	Year2024		Day31	Month12	Year2024

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

33 The Shearers	
Bishops Stortford	
Herts	
Postcode CM23 4AZ	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Le Grove	Treasurer		
2	Nigel Reed			
3	Sophie Brixton			
4	William Compton	District Commissioner		
5	Nick Jones			
6	Simon Carter			
7	Ed Jones			
8				
9				
10				
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12				
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14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	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.
How the charity is constituted (eg. trust, association, company)	The District is a trust established under rules which are common to all Scouts. The Scout Association and The District are Public Benefit Entities.
Trustee selection methods (eg. appointed by, elected by)	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.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The District is managed by the Trustees. 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 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 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 as 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 committee meets approximately every three months and receives reports from The District Commissioner, Treasurer and from representatives of each section. All leaders within the District are entitled to attend meetings, and dates are published on the District Calendar.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

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

<p>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.</p>
<p>Ongoing support to the District team and local Scout Groups.  Organisation of several District wide events.  Management and oversight of the District Budget.  The Trustees are appointed in accordance with 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.</p>

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

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.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

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### Summary of the main achievements of the charity during the year

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 Trustees would like to thank all those who helped to organise and run these events.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

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 Trustees consider that the District should hold a sum equivalent to 12 months annual subscriptions, circa £45,000 in reserve. Should the level of reserves fall below the target level of the District Trustees will make efforts to restore the level within the next financial year.

**Details of any funds materially in deficit**

**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 including any ethical investment policy adopted.

**Section F Other optional information**

**Section G Declaration**

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

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

**Signature(s)** J E Le Grove

**Full name(s)** Jane Le Grove

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

**Date** 28/9/25

Bishops Stortford and District Scout Council

Statement of Assets for the year ended 31st December 2024

	###		12/31/2023	
	£	£	£	£
Assets				
Cash at bank*	1,836		36,374	
Bank Deposit Account	65,866		28,259	
Floats held	100			
Explorer Accounts	11,044		12,113	
Debtors - amounts owed for badges	915		1,056	
Total Assets		79,761		77,802
Less: Liabilities		1,068		161
Net Assets		<u>£78,693</u>		<u>£77,641</u>
Change in assets over the year		<u>£1,052</u>		

\* Includes £668 held for future camps

Bishop's Stortford & District Scout Council

Income & Expenditure account for the Year ended 31st December 2024

	Year ended		Year ended
	###		###
Income			
Annual membership fees received	54,595		50,606
Beaver Events	10,970		2,000
Cub Events	127		239
Scout Events			
Explorers Programme Income and Ever	25,068		11,910
Jamboree			22,688
Locheamhead Trip			35,679
Scout Shop & Badges	6,717		7,871
Charity fundraising			24
Interest	716		734
Total Income	<u>98,193</u>		<u>131,751</u>
Expenditure			
Capitation fees paid to The Scout Asso	46,988		44,250
Beaver Events	11,004		2,773
Cub Events	108		103
Scout Events	44		216
Explorer Programme and Events	24,124		13,972
Explorer Rental for 2023 and 2024	1,000		
District Badges Awarded	312		371
Training	831		17
Scout Shop & Badges	5,469		9,154
Swimming	855		480
Charities	1,918		75
AGM/Awards night	635		535
Other District events	345		-
Website	556		539
Insurance	130		125
Locheamhead Exp			39,028
Jamboree			28,836
Administration	897		805
Grants awarded	1,000		4,000
District Commissioner Challenge	250		-
Equipment purchase	216		1,036
Additional Write off - Explorers	459		
Total Expenditure	<u>97,141</u>		<u>146,315</u>
Net income over expenditure	<u>1,052</u>		<u>(14,564)</u>

Please note - in the absence of sufficient information provided by one of the Explorer Goups, we have (during 2024) had to write off an additional £459 of expenditure, which, based on the information currently available covers the period from 2021 to date. It has also come to light, that the group also owes rent of £500 for both 2023 and 2024, this was previously unknown. During 2025, the Explorer Group has been instructed to close it's bank account and all financial transactions are now to be undertaken via the District Bank account. The trustees will monitor the situation to ensure this happens in a timely manner.

The District holds funds in reserve to ensure that there are sufficient resources to continue the core activities of the District if income falls short. The Trustees consider this to be equivalent to twelve months expenditure. If reserves fall below this amount, the trustees will make efforts to restore the level within the next financial year.

Signed by

Jane Le Grove FCCA  
District Treasurer

Scrutineer's Report to the Trustees of the Bishops Stortford District Scout Council

I report on the accounts of the District for the year ended 31st December 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 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and report to you.

Basis of Scrutineer's Statement

In accordance with the direction given in the District's constitution, I have scrutinised the records and the accounts attached.

Scrutineer's Statement

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

Name.....  
Address.....  
.....  
Date.....

**Scrutineer's Report to the Trustees of the Bishops Stortford District Scout Council**

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Name: M. W. TRIPPICK, ACMA  
Address: 67 THE PADDOCK  
BISHOPS STORTFORD CM23 4JW  
Date: 20/9/2024

*M. W. Trippick*

Explorer Accounts Summary 2024