

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	4
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Section A Reference and administration details

Charity name

Cardiff West District Scout Council

Other names the charity is known by

Registered charity number (if any)

1	1	7	2	8	3	2
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HQ registration number

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Charity's principal address

Cardiff and Vale Scouts

Maitland Street

Gabalfa, Cardiff

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	A Griffiths	Dsitric Chair	
2	S Fender	District Treasurer	
3	R Rogers	District Secretary	
4	Mrs Gillian Irwin	District Lead Volunteer	
5	Mr Andrew Davies	Trustee	
6			
7			
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

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 Board consists of 2 independent representatives, Chair and Treasurer together with the District Lead Volunteer, and other appointed or co-opted trustees.

Members of the Trustee Board complete training within the first 3 months of joining the Board.

This District Trustee Board exists to support the District Lead Volunteer in meeting the responsibilities of the appointments and is responsible for:

The maintenance of District property;

The raising of funds and the administration of District finance;

The insurance of persons, property and equipment;

District public occasions;

Assisting in the recruitment of leaders and other adult support;

Appointing any sub-committees that may be required;

Appointing District Administrators and Advisors other than those who are elected.

The District Trustee Board also exists to support the Explorer Scout Sections within it's direct area.

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 2)**

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.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>The Purpose of Scouting Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting As Scouts we are guided by these values: Integrity - We act with integrity; we are honest, trustworthy and loyal. Respect - We have self-respect and respect for others. Care - We support others and take care of the world in which we live. Belief - We explore our faiths, beliefs and attitudes. Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method 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	<p>Scouting Activities for our explorer sections provided on a weekly basis. Camps and events organised as required.</p>
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p> <p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	<p>Cardiff District Scouts is run by volunteers.</p>
Public benefit statement	<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>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

Section leaders continue to provide a successful programme of events ensuring the children have a varied and wide range of activities as part of their scouting experience. This, in the end, is the main aim of the district and the board reaffirm their intent to ensure this work continues.

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

The Districts reserve policy is in line with Scout Association Policy organisation and rules.

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 objectives of the charity;

- 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)

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)

Mr William Maddocks

Mr Kieran Richards

Position (eg Secretary, Chair)

District Chair

District Treasurer

Date

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Cardiff West District Scout Council

Receipts & Payments Accounts

2024

	Year Start Date		Year End Date
For the period from	01/01/2024	To	31/12/2024

Receipts & Payments

	Unrestricted funds 2024 to the nearest £	Unrestricted funds 2023 to the nearest £
Receipts		
Donations, Legacies & Similar Income		
Capitation	31,920	28,255
Donations	-	-
Legacies	-	-
Other Similar Income	-	-
Sub total	31,920	28,255
Grants		
All	-	-
Sub total	-	-
Fundraising		
Other fundraising activities	-	-
Sub total	-	-
Other Trading Activities		
Hire of buildings	980	-
Hire of equipment	-	-
Other trading income	-	-
Sub total	980	-
Investment Income		
Bank Interest (Group & Scouts)	-	-
Other Investment Income	-	-
Sub total	-	-
Other Income		
Other Income	86	-
Sub total	86	-
Total Gross Income	32,987	28,255
Asset and Investment Sales, etc.	-	-
Total Receipts	32,987	28,255

Cardiff West District Scout Council

Receipts & Payments Accounts

2024

	Year Start Date		Year End Date
For the period from	01/01/2024	To	31/12/2024

Receipts & Payments

	Unrestricted funds 2024 to the nearest £	Unrestricted funds 2023 to the nearest £
Payments		
Group		
Badges/Neckers/Woggles	-	-
Business Rates	-	-
Capitation	31,257	28,447
District Beaver Sessions	-	-
District Cub Sessions	-	-
District Scout Sessions	115	50
District Explorer Sessions	-	-
District Young Leader Sessions	-	-
Equipment	-	-
Maintenance	-	-
Insurance	-	-
OSM	-	-
Other	20	849
Sundries	-	-
Training	-	-
Uniform	-	-
Utilities	286	370
Website	360	360
Sub total	32,038	30,075
Total Gross Expenditure	32,038	30,075
Asset & Investment Purchases, etc.	-	-
Total Payments	32,038	30,075
Net of receipts/(payments)	949	- 1,820
Cash funds last year end	24,009	25,829
Cash funds this year end	24,957	24,009

Statement of Assets & Liabilities at the End of the Period

	Unrestricted funds 2024 to the nearest £	Unrestricted funds 2023 to the nearest £
Cash funds		
District Current Account	24,957	24,009
Total Cash Funds	24,957	24,009
(agree balances with receipts and payments account)	ok	ok
Other monetary assets		
Tax Claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance Claim	-	-
Sub total	-	-
Investment Assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	-	-
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other Liabilities	-	-
Sub total	-	-
Contingent Liabilities & Future Obligations	N/A	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on
17th October..... 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature



Print Name

William Maddocks
Kieran Richards

Position

Chair
Treasurer