

# Cabot Scout District Trustees' Annual Report

For the period

From

01/04/2024

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31/03/25

Charity name	Cabot Scout District
Other names the charity is known by	Cabot District Scout Council
Registered charity number (if any)	1205644
HQ registration number	16719
Charity's principal address	8 Farington Road Bristol BS10 5BW

## Names of the charity trustees who manage the charity

	Trustee Name		Office (if any)	Dates acted if not for whole year
1	Don	Pritchard	Chair	
2	David	De Silva	Treasurer	
3	Maddie	Jenkins	District Commissioner	
4	Chris	Gavriel	DC Nomination and Deputy DC	01/04/24 to 10/07/25
5	Owen	Jones	District Explorer Scout Commissioner	
7	Clare	Waggett	DC Nomination	
9	Charis	Wood	Elected to 2027	
10	Andy	Pope	Elected to 2025	
11	Alan	Pratt-Walters	Elected to 2025	
12	Maura	Hannon	Elected to 2026	
13	Kai	Sudbury	Network Commissioner	

Type of advisor	Name		
Scrutineer			

## Description of the charity's trusts

Type of governing document (e.g. 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 (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, elected)	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	<p>The District is managed by the Cabot 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.</p> <p>The Trustee Board consists of Chair and Treasurer, together with the District Commissioner and District Youth Commissioner (role not filled) and other nominated, elected or co-opted members and meets 5 times a year with occasional ad hoc meetings</p> <p>Members of the Trustee Board complete 'Essential Information' training, 'Safeguarding' training, 'Safety' training, 'Trustee Introduction' training and</p>

<p>training of trustees; b) trustee' consideration of major risks and the systems and procedures to manage them</p>	<p>'General Data Protection Regulations' training within the first 5 months of joining the Trustee Board.</p> <p>The District Trustee Board exists to support the District Lead Volunteer and to ensure that the District is run safely and legally, more specifically responsibilities include:</p> <ul style="list-style-type: none"> <li>• The maintenance of District property;</li> <li>• The raising of funds and the administration of District finance;</li> <li>• The insurance of persons, property and equipment;</li> <li>• Overview of Safety and Safeguarding;</li> <li>• Assisting in the recruitment of leaders and other adult support;</li> <li>• Appointing any sub committees that may be required;</li> <li>• Appointing District Administrators and Advisors other than those who are elected.</li> </ul>
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### Risk and Internal Control

The Trustees identified the major risks to which the District is exposed, and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to District equipment. The District has sufficient insurance in place to mitigate against loss.

Injury to leaders, helpers, supporters and members. The District through the annual membership fees contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities. During the year, the Trustee Board also decided to put additional insurance in place, to cover non-member volunteers assisting with District activities.

Reduced income. The District receives income from annual membership fees. The Committee could raise the value of these to increase income on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the District as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario, the complete closure of the District.

Reduction or loss of members. The District provides activities for all young people aged 4 to 25. If there was a reduction in membership in a particular section or the District as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario, the complete closure of the District.

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, including 2 signatories for all cheque payments and 2 approvals for all electronic payments.

The financial and Scouting activity status of constituent Groups remains stable and positive so the general focus now is on recruitment of young people and adult volunteers. Some constituent Groups own their headquarters and property outright, however many that rent or lease their headquarters are at risk from change in circumstance.

### Section C Objectives and activities

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

##### 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.

##### 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.

##### 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.

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## **Summary of the main activities in relation to these objects**

### **Activities between annual general meetings: 18/07/2024 - 03/07/2025**

A new District Commissioner, Maddie Jenkins, was appointed late in 2022 to lead Cabot District going forward, so this was Maddie's second year in tenure.

The roll out of "Transformation" continued during the year and instigating changes, both operationally and from a governance perspective has been a focus, not just within the District team itself, but as importantly ensuring that constituent Groups are aware of the changes and amend their structure(s) accordingly.

Changes around Governance were quickly implemented at District level: Trustee Board rather than "Exec", clarity around composition and responsibilities being a couple of examples.

The Trustee Board have supported Maddie and her team in communicating necessary changes with constituent Groups.

Section activities have been promoted and supported by the District Lead Volunteer and District leadership team and are reported in further detail in individual Scout Group annual reports and in the Explorer Scout and Scout Network sections of the attached annual report. Youth members were also involved in District level activities as detailed in the attached annual report.

In the 2025 annual census, Cabot District saw the formation of the District's second Squirrel section, this being at the 7th, and increases in the numbers of Squirrels and Beavers but modest reductions in the numbers of Cubs, Scouts and Explorers, perhaps reflecting a change in the population make up.

As regards adults, numbers remained broadly level at around 580.

Adult Leaders, Managers and Supporters have been recruited, trained and supported in their roles by the District Lead Volunteer and District leadership team.

Until early 2025, all new adult members passed through the appointments process administered by the Appointments Advisory Committee subcommittee of the Board of Trustees, this process changing as part of Transformation, leading to the cessation of the Appointments Advisory Committee, with the advent of 'The Welcome Conversation'.

The Trustee Board have privately thanked all members of the AAC, led by Clare Waggett for their diligent past work, but it is good to be able to share these thanks publicly.

Unfortunately District Lead Volunteer Maddie Jenkins had to tender her resignation early in May 2025 due to ill health and thanks must go to Maddie for her hard work as DLV, in particular improving the structure and clarity around the District Team, all during a challenging period of change in UK Scouting.

As a result and following approval by Avon County, Chris Gavriel agreed to take up the role as Acting District Lead Volunteer, but as part of a District Leadership Team, where CG is closely supported by Owen Jones (as Lead 14-24 Team) and Rob Laurence (as Lead Programme Team); this team was formally launched at a District meeting of GLVs and Group Chairs, which Trustee Board was happy to support.

### **During this time, there were the following specific actions by the District Trustee Board**

- Held regular Board meetings in person, with some specific matters also being dealt with online
- Monitored training and compliance for adult volunteers
- Maintained oversight of Adult appointments
- Supported several Groups in both Operational and Governance aspects, in particular during times of leadership team change
- Supported District Lead Volunteer and team in assisting with communication and implementation of Transformation changes
- Put additional Insurance in place, to ensure that non-member volunteers acting for the District are properly insured
- Led on temporary change in arrangements for storage of District equipment, including dismantling of District Stores, yet to be reinstated
- Agreed structures for funding of various adult training needs
- Assisted in support for District Promise renewal events (April 2024) across all sections

practice)

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

- policy on grant making;
- contribution made by volunteers;
- policy on investments.

**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.

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

See annual report for July 2024 to June 2025 attached.



Brief statement of the charity's policy on reserves	<b>Reserves Policy</b> 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 held reserves of approximately £117,369 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:

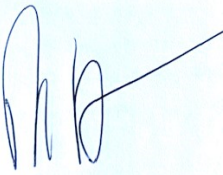

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

Whilst maintaining some interest earning balances on a Fixed Notice account, the District has retained a risk averse strategy to the investment of its funds, ensuring that funds are held in cash or deposit accounts using only mainstream banks or building societies.

Plans for future periods (details of any significant activities planned to achieve them)	<p>The District has shrunk slightly in its overall youth membership, particularly in the older sections.</p> <p>The main challenges for the District are to stabilise youth membership, increase adult membership and to support the Groups that are struggling to retain sufficient Adult volunteers willing to take a leadership role in e.g. running rather than "just" supporting evenings and other activities. It is probably fair to say that whilst the intentions of Transformation are all well placed, some of the practicalities have caused frustration amongst volunteers, which has not helped in adult retention.</p> <p>District Trustee Board continues to have some oversight of Group finances and are broadly comfortable on this front, as well as with the view that we have of other aspects of Governance within our Groups.</p> <p>The District Trustees will continue to review our activities and expenditure, and monitor Scout Group finance and volunteer numbers and provide support where needed.</p> <p>As previously noted, the District were obliged to register with the Charity Commission in November 2023 and whilst no report to Charity Commission was required for year end 31st March 2024, such a report will need to be submitted for year end 31st March 2025 and this will of course be carried out.</p>
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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)  
Date

		
Don Pritchard		David De Silva
Chair		Treasurer
15/06/2025		15/06/2025

# Cabot Scout District

## Receipts and Payments Account

Year start date

Year end date

For the year from	1/4/2024	To	31/3/2025
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### Receipts and payments

2024/25						2023/24	Note
Unrestricted £	Restricted £	Endowment £	Total funds £	Total funds £			
Receipts							
Donations, legacies and similar income							
Membership fees (Groups)	126,335.50	-	-	126,335.50	101,255.00	1	
Donations	1.00	-	-	1.00	9.98		
Legacies	-	-	-	-	-		
Gift Aid	7,756.67	-	-	7,756.67	7,060.69	2	
Other income	-	-	-	-	-		
Sub total	134,093.17	-	-	134,093.17	108,325.67		
Grants							
Maintenance grant	-	-	-	-	-		
Other grants	-	-	-	-	-		
Sub total	-	-	-	-	-		
Fundraising events (gross)							
Other fundraising activities	-	-	-	-	-		
Sub total	-	-	-	-	-		
Other income							
Training courses/First Aid	- 80.00	-	-	- 80.00	100.00	3	
District-led sectional activities	14,017.13	-	-	14,017.13	5,474.19		
Explorer programme & activities	72,202.41	-	-	72,202.41	96,524.53	4	
Network programme & activities	-	-	-	-	-		
Namaste Nepal	133.26	-	-	133.26	87,478.05	5	
Ten Tors	18,998.71	-	-	18,998.71	13,836.07		
Badge income	315.00	-	-	315.00	539.25		
Other income	3,296.65	-	-	3,296.65	54.00	6	
Sub total	108,883.16	-	-	108,883.16	204,006.09		
Investment income							
Bank interest	1,481.19	-	-	1,481.19	825.20		
Other investment income	-	-	-	-	-		
Sub total	1,481.19	-	-	1,481.19	825.20		
Total Gross Income	244,457.52	-	-	244,457.52	313,156.96		
Asset and investment sales, etc.	-	-	-	-	700.00		
Total receipts	244,457.52	-	-	244,457.52	313,856.96		

# Cabot Scout District Receipts and Payments Account

Year start date

Year end date

For the year from	1/4/2024	To	31/3/2025
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## Receipts and payments

2024/25				2023/24		Note
Unrestricted	Restricted	Endowment	Total funds	Total funds		
£	£	£	£	£		
Payments						
Charitable Payments						
Membership subscriptions paid on	106,200.00	-	-	106,200.00	-	7
Gift Aid paid on	7,756.67	-	-	7,756.67	7,060.69	
District-led sectional activities	13,014.13	-	-	13,014.13	10,610.50	
Explorer programme & activities	68,723.33	-	-	68,723.33	100,470.39	
Network programme & activities	-	-	-	-	20.00	
Subsidy & support	900.00	-	-	900.00	1,015.50	
Support loans to District sections	- 814.58	-	-	- 814.58	814.58	8
Adult support & training	255.76	-	-	255.76	801.93	
Insurance	546.87	-	-	546.87	789.47	
Repairs & renewals	-	-	-	-	260.00	
Equipment & materials	3,583.60	-	-	3,583.60	645.55	
Premises rental	4,415.47	-	-	4,415.47	-	9
Administration costs	771.26	-	-	771.26	1,083.62	
Uniform & badge purchases	200.00	-	-	200.00	793.25	
AGM & trustee expenses	835.45	-	-	835.45	808.72	
Travel expenses	157.63	-	-	157.63	-	
Namaste Nepal	-	-	-	-	100,272.11	
Ten Tors	19,865.43	-	-	19,865.43	13,716.67	
Sub total	226,411.02	-	-	226,411.02	239,162.98	
Fundraising expenses						
Bank charges	94.50	-	-	94.50	-	
Payment processing fees	341.07	-	-	341.07	-	
Sub total	435.57	-	-	435.57	-	
Total Gross Expenditure	226,846.59	-	-	226,846.59	239,162.98	
Asset and investment purchases, etc.	-	-	-	-	-	
Total payments	226,846.59	-	-	226,846.59	239,162.98	
Net of receipts/(payments)	17,610.93	-	-	17,610.93	74,693.98	
Transfers between funds	-	-	-	-	-	
Cash funds last year end	209,693.98	967.00	-	210,660.98	135,967.00	
Cash funds this year end	227,304.91	967.00	-	228,271.91	210,660.98	

# Cabot Scout District Receipts and Payments Account

Year start date



Year end date

For the year from	1/4/2024	To	31/3/2025
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## Statement of assets and liabilities at the end of the year

31/3/2025					31/3/2024		Note
	Unrestricted £	Restricted £	Endowment £	Total funds £	Total funds £		
Cash funds						10	
District current account	144,687.75	-	-	144,687.75	121,283.47		
District savings account	52,286.23	-	-	52,286.23	60,825.20		
Explorers current account	20,306.78	-	-	20,306.78	16,899.92		
Explorers Stripe account	215.27	-	-	215.27	143.05		
Namaste Nepal current account	3,217.95	967.00	-	4,184.95	4,051.69		
Namaste Nepal cash float	94.25	-	-	94.25	94.25		
Ten Tors current account	6,496.68	-	-	6,496.68	7,363.40		
Total cash funds	227,304.91	967.00	-	228,271.91	210,660.98		
Other monetary assets							11
Tax claim	7,311.37	-	-	7,311.37	-		
Debts due	8,437.00	-	-	8,437.00	15,080.57		
Insurance claim	-	-	-	-	-		
Sub total	15,748.37	-	-	15,748.37	15,080.57		
Investment assets							
Other investments - detail	-	-	-	-	-		
Sub total	-	-	-	-	-		
Non monetary assets for charity's own use							
Badge stock	158.30	-	-	158.30	273.30		
Land & buildings	-	-	-	-	-		
Motor vehicles	-	-	-	-	-		
Scouting equipment, furniture etc	41,040.00	-	-	41,040.00	41,040.00		
Other	-	-	-	-	-		
Sub total	41,198.30	-	-	41,198.30	41,313.30		
Liabilities							
Accounts not yet paid	-	-	-	-	2,800.00		
Subscriptions not yet paid	109,935.00	-	-	109,935.00	106,200.00		
Other liabilities	-	-	-	-	-		
Sub total	109,935.00	-	-	109,935.00	109,000.00		
Total net assets	174,316.58	967.00	-	175,283.58	158,054.85		

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 12th May 2025 and signed on their behalf by:

Signature	Print Name
	Don Pritchard Chair
	David De Silva Treasurer

## Cabot Scout District Notes to the Accounts

Year start date

Year end date

<b>For the year from</b>	<b>1/4/2024</b>	<b>To</b>	<b>31/3/2025</b>
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1. Annual membership subscriptions are reported gross, i.e. includes membership fee components that are paid on.
2. Gift Aid is reclaimed on Explorer Scout membership subscriptions and other eligible donations where supported by a valid declaration.
3. Negative income represents a net loss due to refunds given on cancelled First Aid courses.
4. Now includes Explorer subscriptions.
5. Namaste Nepal is dormant but still receives some revenue from EasyFundraising links.
6. Includes funds transferred in from Kohoutek Competition, and payments from 169th Bristol in support of rebuild of District Stores facility.
7. Membership fees for 2025 were paid on 1st April 2025 and thus appear under "Subscriptions not yet paid".
8. All outstanding District loans to Groups were repaid in full during 2024/25.
9. Relates to the hire of a secure storage facility to re-house District/Ten Tors equipment while the store at the 169th is being rebuilt.
10. Debts Due includes unpaid/overdue Group membership fees.
11. Membership fee was paid to Avon County during the first week of FY 25/26 at their request.



# England & Wales

**Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year**

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## **Independent examiner's report to the trustees of Cabot Scout District**

I report to the trustees on my examination of the accounts of the Cabot Scout District for the year ended 31 March 2025.

### **Responsibilities and basis of report**

As the charity trustees of the Cabot Scout District 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 of the Cabot Scout District 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.

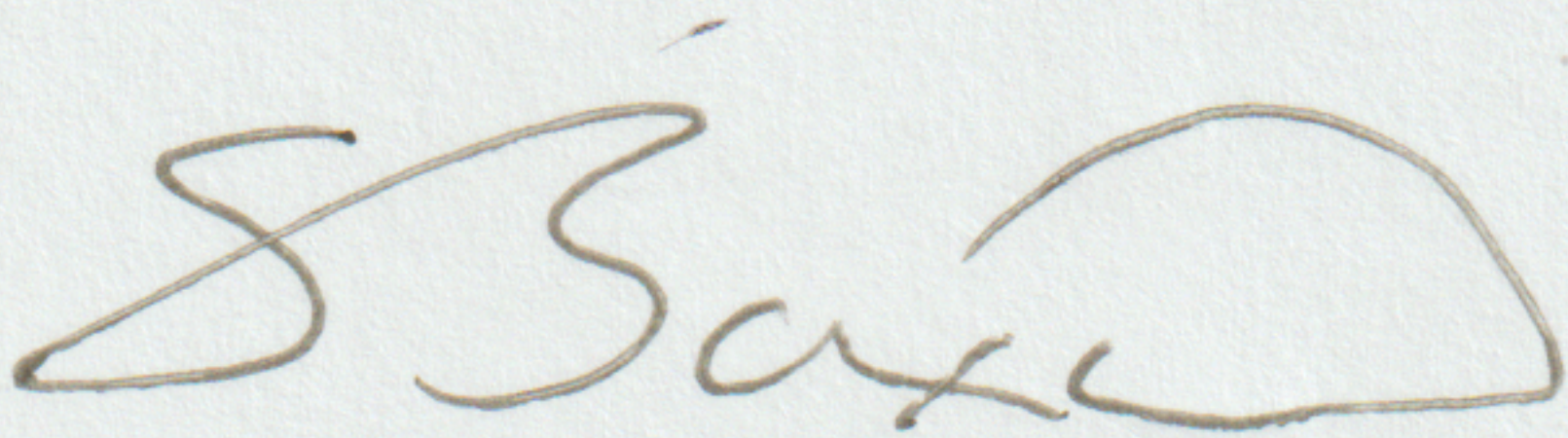
### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. *accounting records were not kept in respect of the Cabot Scout District as required by section 130 of the Act; or*
2. the accounts do not accord with those records.

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.

Signed:



Name: Susan Boxall

Relevant professional qualification or membership of professional bodies (if any): Institute of Chartered Accountants in England and Wales (Retired)

Address: 95 Reedley Road, Bristol, BS9 3TB

Date: 29 June 2025

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