



Chichester District Executive Committee

Annual Report 2021 - 2022

Agenda

Meeting: District Annual General Meeting

Date: 6th September 2022

Venue: The Point Scope West Sussex, Little Breach, Chichester

Start Time: 7pm Refreshments 7.30pm Meeting Start

1. Welcome and Introductions – District Chairman
2. Receive Annual Report for the year ended 31 March 2021 including:
 - Minutes of the AGM held 28th February 2022
 - The Trustees Annual Report
3. Examined Accounts for year ended 31 March 2022
4. Confirm appointment of an Independent Examiner
5. Receive Commissioners nomination for District Chairman
6. Election of District Secretary
7. Election of District Treasurer
8. Note the ex-officio members of the District Executive Committee
9. Elect members to the District Executive Committee
10. Receive District Commissioners nominations to the District Executive Committee
11. District Constitution
 - 11.1 Adopt/Change District Constitution
 - 11.2 Set quorum for District Scout Council Meeting
 - 11.3 Set quorum for District Executive Committee
12. Appoint Chairman of Appointments Advisory Committee
 - Ratify members of the Appointments Advisory Committee
13. Appoint Campsite Manager
 - Ratify members of HQ and Campsite Committee
14. Young Members on the District Executive Committee
15. Agree updates to Annual Report – Description of Scouting
16. Presentation of Awards
17. County Commissioner
18. Questions/Answer

19. Date of Next AGM – tbc

Chichester District AGM Minutes

Date: 28th February 2022

Venue: Virtual Zoom Meeting

Attendees

7 Uniformed Members/ 7 Non-Uniformed

Minutes

1. Welcome, Introductions and Apologies for Absence

Martyn welcomed everyone to the meeting. Martyn particularly welcomed the Mayor of Chichester, Councillor John Hughes, and our President Joan Langmead, as well as Robert Sawyer our County Commissioner and Connor Holmes our County Youth Commissioner.

Apologies were given from:

Rachel Hammond (County Chair), Liz Mace (ADC Growth) and Mike Crockford.

Martyn asked the meeting if they were happy to proceed 'virtually'. All those 'present' agreed that the meeting could be held virtually including an electronic voting system and that the meeting would be recorded.

2. Receive the Annual Review

The Annual Review was presented to the meeting in electronic pdf format.

2.1 Minutes of the Annual General Meeting held 14th October 2020.

Issues raised:

Item 17 – Martyn wanted to highlight that Joan mentioned the sponsored horse ride would take place. Martyn made everyone aware that it took place as planned and raised £2500 for the District. Martyn has written thanking the team for their efforts and the donation. It has been agreed to split the money as requested by the team with part of that amount going to support the district.

The minutes were voted on electronically by those at the meeting. The meeting voted 100% to accept the minutes.

2.2 The Trustees Annual Report

Issues raised: None

The meeting voted to accept the Trustees Annual Report via electronic voting and confirmed 100% acceptance.

3. Examined Accounts for the Year Ended 31st March 2019

Martyn pointed out that the accounts had previously been voted on and accepted by the Chichester District Executive Committee at a special meeting on the 26th January so that the accounts could be filed with the Charity Commission within the required time frame. The accounts were examined by Heather Cheeseman.

Emma highlighted that the accounts were very late being produced this year, but that they did make the deadline for the Charity Commission.

Issues raised: None

The meeting voted 100% to accept the accounts via an electronic voting system.

4. Confirm Appointment of Independent Examiner

Martyn proposed that Heather Cheeseman be asked to continue in this role, and the meeting agreed 100% via the electronic voting system. Heather runs a local book keeping company is a fully qualified accountant and a fellow of the ICAEW. Emma will confirm with Heather that she is happy to continue.

5. District Commissioners Nomination for District Chair

Robert wanted to say thank you to Martyn for all the hard work behind the scenes, as both he and Rachel Hammond feel Chichester is well governed under him. As Acting District Commissioner, Robert Sawyer proposed that Martyn Bell continue in his role as Chair. Martyn kindly agreed.

6. Election of District Secretary

Martyn nominated Claire Jones to continue in this role, 100% of the meeting voted to agree the nomination via the electronic voting system.

7. Election of District Treasurer

Martyn nominated Emma Prince to continue as the District Treasurer, the meeting voted 100% to accept the nomination via electronic voting. Martyn thanked both Emma and Claire for their work.

8. Note Ex-Officio Members of the District Executive Committee

The names listed in the report remain correct. The Youth Commissioner should also be included once appointed.

9. Elect Members to the District Executive Committee

The meeting agreed 'on block' electronically with 100% confirmation to elect the following as members of the DEC:

Joe Hellyer – Elected

Geoff Strickland – Campsite Manager

Keith Capelin - Appointments

Chris Harvell - Training

Co-opted Members

The meeting voted 'on block' electronically with 100% confirmation of the following as Co-opted members of the District Executive Committee:

Andy Mace - Cubs

Tony Tunnell – GSL Rep

Kate Crockford – to represent SAS on behalf of Philip Prior - but not as a trustee

Liz Mace – ADC Growth

10. Receive District Commissioners Nominations to the District Executive Committee

No further nominations at this time.

11. District Constitution

There are no changes at this time.

However, it was highlighted that the current description of Scouting on the Charity Commission website is incorrect. Rich Williams has proposed a new paragraph, which was read out at the meeting. It is as follows:

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.

The meeting voted unanimously to use this to update our description on the Charity Commission website.

12. Appoint Chair of Appointments Advisory Committee

Martyn proposed Keith Capelin as Chair of the Appointments Committee – as well as the existing committee: Chris Barrett, Geoff Strickland, Martyn Bell, Kate Crockford, Mike Crockford, Mike Nation, John Spickett, Shelly Hamilton, Joe Hellyer and Tony Longland.

Martyn stressed how important the role of appointments is with regard to Safeguarding.

The meeting voted 100% via electronic voting to accept Keith and the committee listed.

13. Appoint Campsite Manager

Martyn proposed Geoff Strickland as the Campsite Manager.

The meeting voted electronically 100% to accept Geoff Strickland.

13.1 Ratify members of Campsite Development Group:

Councillor Ann Scicluna, Angela King, Rich Williams, Tony Longlands, Rob Ansley and Joe Hellyer.

Martyn highlighted that Geoff has been doing a great deal of work on the new campsite lease. We are still waiting to hear what we will finally be offered, which obviously affects fundraising for any buildings etc. However, once we have more information we will go to the adult members in the district for consultation on whether they wish to accept this. Geoff confirmed that this has been ongoing for some time. The Campsite Development Group will meet once we have heard from East Dean.

The meeting voted electronically 100% to accept the members of the committee.

14. Young Members on DEC

Martyn asked Connor to comment, as we don't currently have a District Youth Commissioner.

Connor highlighted that there is a Deputy County Youth Commissioner who will be offering support to the DEC, as there should be at least 2 young members on the committee. Martyn said that the DEC would welcome new younger members to the committee, and would be delighted if we could find some soon.

15. Updates to the Annual Report

Covered under Section 11.

16. Presentation of Awards

Robert would like to hold a face to face event to present outstanding awards, but had nothing to cover this evening.

17. The County Commissioners

Robert pointed out it was a very difficult year for everyone, but most sections continued to run online so young people had the opportunity to continue with Scouting. Robert thanked Philip and Andy in particular for their work in making it possible for things to carry on. The numbers remained good as a result of the online activities that were available, but towards the end it was more difficult when people were learning online as well. It meant that many had had enough having spent large amounts of time during the day online. The return to face to face scouting was welcome. Numbers remained up, which was fantastic. The leaders did an amazing job in making sure that young people had been able to continue. One of the more difficult stages continues to be making sure that people do their training. We have been providing training as a county, and the training manager has been trying to run courses. Training is not an option, training must be completed. Chris Harvell has been working hard in the District to make sure that people have been doing their training. It is key that people do this, but Rachel does appreciate everything that people are doing and how difficult it can be to find time. It is a shame Chichester still doesn't have a DC. Robert announced that going forward there is a possibility that the structure of Scouting will change to make it more workable, as the role for a DC is very involved and a lot of work. Robert is still actively looking for a DC, and the team will relaunch the search group, but after May/June when we know what the HQ plan is for the role. Liz Mace, the ADC Growth, and the recruitment team has been actively going out, including using the trailer, to find adults who want to volunteer.

Robert wanted to thank all the adult members for their hard work. He considers Chichester a brilliant district, which is why its hard to understand why its hard to find a DC.

16. The Mayor – Councillor John Hughes

Martyn invited the Mayor, Councillor John Hughes, to say a few words.

John thanked the meeting for the invitation to the AGM, and acknowledged the year we were considering had been a very difficult year. The Mayor thanked the team for their hard work keeping meetings going, with a hope that we can meet face to face again soon. The Mayor also pointed out it has been a difficult year, not just for Scouting but for everyone. He thanked the District for continuing through difficult times.

16. Our President - Joan Langmead

Martyn invited our President Joan Langmead to speak.

Joan felt that the committee continues to do a great job in through difficult times, and that Chichester is a super district again highlighting that it's a shame there is still no DC. Joan offered to assist with any of the award ceremonies. Joan also emphasised that the sponsored horse ride was already planned again for this year for 8th May 2022.

18. Closing Comments/Questions

Martyn asked for any questions.

Martyn queried our current waiting lists, which remain very high. The issue continues to be availability of volunteers. Martyn suggested we work up a plan at the next DEC regarding volunteers.

St Georges Day – Sunday 24th April at Chichester Cathedral (the Guides have also been invited to join us).

Martyn also mentioned that the Sussex Regiment is having a large St Georges Day Parade on Saturday 23rd April.

Kate suggested we add an awards ceremony into the St Georges Day Parade as part of the Cathedral service. Joan can be available to present awards and Robert agreed providing it doesn't take up too much of the service time.

Martyn thanked everyone for attending, and in particular Joe for managing the zoom meeting and electronic voting so effectively, before closing the meeting.

Trustees' Report

Reference and Administration Details

The Trustees of the Chichester District Scout Council (Unit10001246 of The Scout Association and registered charity number 267346) present their Annual Report and the independently examined Accounts for the year ended 31st March 2020. During this period the Trustees were as follows:

Trustees: ex-officio

Robert Sawyer	Acting District Commissioner	5 th June 2017
Martyn Bell	District Chairman	9 th July 2015
Emma Prince	District Treasurer	1 st November 2018
Claire Jones	District Secretary	1 st October 2017
Rich Williams	Explorers	5 th December 2017

Appointed

Trustees: Nominated

Trustees: Elected

Keith Capelin	Appointments Committee	6 th July 2016
Chris Harvell		6 th July 2016
Geoff Strickland	HQ and Campsite	7 th February 2016
Joe Hellyer	Youth Commissioner	1 st October 2017

Trustees: Co-Opted

Andrew Mace	Cubs	7 th February 2016
Philip Prior	Scout Active Support	7 th February 2016
(Represented by Kate Crockford)		
Tony Tunnell	GSL/Scouts	February 2019

Charity Commission registration: 267346

Scout Association registration: 10001246

Bankers: Santander

Correspondance Address: c/o Martyn Bell
11 Whistler Avenue
Chichester
PO19 6DL

Structure, Governamce and Management

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. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The District is a trust established under rules common to all Scouts.

The Trustees of the charity are either elected by the members of Chichester District Scout Council or nominated by the District and or County Commissioner. Elections and nominations occur at the Annual General Meeting of the Charity, which is held within six months of the District end of year. Individuals may be co-opted as Trustees by the District Executive Committee at any time. The District Commissioner is appointed by the County Commissioner and usually serves for a fixed term of 5 years renewable by mutual agreement for a further five years. The other trustees do not serve a fixed term appointment but are re-elected or re-nominated each year. As charity trustees, they are collectively responsible for complying with legislation applicable to charities. The Scout Association Trust Corporation, a separate legal entity, acts as Custodial Trustee for property held for the benefit of Chichester District Scout Council.

The Trustees met on at least four occasions during the year to consider and approve matters relating to the administration and financial management of Chichester District Scout Council. The Annual General Meeting of the District Scout Council was held on 14th October 2020. The Minutes of that meeting form part of this document.

Within the District Accounts, the Trustees incorporate the financial activities of a number of organisations either reporting solely to the Trustees or jointly to the Trustees and the Trustees of Chichester District Scout Council. The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

Public Benefit Reporting

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objects and activities of the charity.

Objectives and activities

Scouts is the UK's biggest mixed youth organisation. It changes lives by offering 6 – 25 years fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world. Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and sailing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There is something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

This everyday adventure is possible thanks to our adult volunteers, who support Scouts in a wide range of roles from working directly with young people, helping manage a Group or to being a charity Trustee. We help volunteers get the most out of their experiences at Scouts by providing opportunities for adventure, training, fun and friendship.

Achievements and performance

2021/2022 was a more settled year for Chichester District, although its activities and performance continued to be impacted by Covid-19, the period saw a return to face to face Scouting and a much wider programme of activities than the previous year. Robert Sawyer, County Commissioner, continued in post as Acting District Commissioner as the post remains vacant.

Financial Review

The accounting statements are shown in a separate document.

Investment Policy

The Districts income and expenditure are relatively small and as a consequence the District does not have sufficient funds to invest in longer term investments such as stocks and shares. The Trustees have therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks. Interest rates on these accounts are currently low and returns are small. Total District Assets are below £85,000 so should be protected by FSA rulings in the event of a national financial crisis.

Reserves Policy

The Trustees policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The Trustees consider that the District should aim to retain a minimum financial reserve sufficient to support the operation of the District Scout Council for a period of twelve months.

Trustee Remuneration/Expenses

None of the Trustees received any fees or remuneration during the period. Nor did the Trustees receive any reimbursement of expenses incurred while fulfilling their roles and duties as Trustees.

Declaration

The Trustees declare that they have approved the trustees report above.
Signed on behalf of the Trustees of Chichester District Scout Council.

Martyn Bell
District Chairman
Date:

Reports

District Chairman's Report

The first-half of 2021 was a difficult period in terms of activities due to the continuing Covid Pandemic 'Lockdown'.

However, regular DEC meetings took place effectively on Zoom thanks to the hosting by Joe Helyer.

A successful meeting of Group Chairman and myself was held in February 2021, again on Zoom and the County Commissioner and County Chair also attended virtually. During the meeting, the County Chair stressed the need for effective and timely Training throughout the District.

Zoom meetings were also held in May 2021 with the SA's Mark Guy, Liz Mace (ADC Growth) and Philip Prior (DSAS) to discuss the need for new Groups in Tangmere and West of Chichester eg. on the large Whitehouse Farm Housing Development. The challenges of recruiting Adult Volunteers was also highlighted and discussed.

Because of the Covid Lockdown there was no St George's Day Parade & Cathedral Service in 2021 but I can report that this has taken place very successfully on 24th April 2022.

The easing of Lockdown in the Summer meant that discussions at DEC level with The Edward James Foundation (Estates Director Ian Graham) on the renewal of the West Dean Campsite Lease were able to recommence face-to-face. (Subsequently, in July 2022 I am delighted to report that, thanks to the hard work of Geoff Strickland, District Campsite Manager, satisfactory Heads of Terms for a new 30- year Lease have now been signed by both parties.)

On 12th September 2021 yet another very successful 'Supreme Box Kart' Event was held at the new location of Kennel Hill, Goodwood. It was organised at County Level by Stephen and Amanda Bell but volunteers from Chichester Groups and the DSAS were also involved.

On 14th November Chichester Scouts participated fully in the annual Remembrance Sunday Memorial Service and Parade in the City Centre - as the District Chairman but also a City Councillor, I was very proud of them.

I would like to take this opportunity to thank all my colleagues on the DEC, with a special thanks to Geoff Strickland for his patient efforts to successfully obtain the new Campsite Lease, Joe Helyer for his IT support and Chris Harvell for the 'push' on Training and his help on Appointments.

Martyn Bell
Chairman
Chichester District Executive Committee

District Treasurers Report

The financial position of the District can be found in our separate financial report, which has been scrutinised by Mrs Heather Cheesman, ACA.

In summary, the financial position of the District continues to be stable and we have sufficient funds to cover our contingency of 2 months running costs, approximately £9,000. We have restricted ring-fenced sums for the campsite, Scout Active Support, Jamboree and balances relating to a few closed groups. Our restricted funds equate to approximately 40% of our total funds.

The accounts to 31March 2022 saw the opening up of the campsite with bookings coming in from various groups. A lot of work was done during the previous year on the camp site and this continued into this year, with the campsite being fully fenced around the site and various maintenance work completed. With fundraising now starting for the jamboree the accounts are now becoming more active after the lull during Covid of the previous year.

Emma Prince
Treasurer

Beaver Annual Report

Having taken on the job of ADC Beavers earlier this year (during 2022), and due to the lack of face to face scouting over the last couple of years, this isn't a full report.

I would like to acknowledge, and offer thanks to the Beaver leaders who went to great lengths to keep things going online during 2020/2021 and get face to face meetings and activities running again during 2021/2022.

District Beaver leaders are now meeting regularly, and we have already held a Beaver camp in July this year, and we have more in line for later this year, so I hope to provide a full report for next year.

Nick Halton
ADC Beavers

Cub Annual Report

The Cubs have had a busy year since face-to-face meetings have been able to begin again.

Numbers have remained good throughout the District. We have been pleased to welcome some new Leaders as well.

We have started holding District events again, and have held a badge day where the Cubs earned their international badge. We have also held our fun 5 a side football match. We had a good, smart turn out for St. George's Day Parade.

I would like to thank Liz and all the leaders and helpers for all their hard work.

Andy and Liz Mace
ADC Cubs and DCL



REPORT FOR DISTRICT AGM – 2021-2022

It is refreshing to be back to “normal” Scouting, and the Explorers have picked up where they left off before COVID. With approx. 10 leaders and 50 young people, it is a sizeable group and allows us to put on a comprehensive programme that is a mix of “standard” Scouting and wider interest activities to stimulate and develop them. Numbers are down a little bit over the last two years, but with an influx from Scouts forecast post the summer, we expect to be back at capacity in Noviomagus and Southbourne.

The Explorers took part in Spring Bank camp, with probably the two highlights being the new cyclocross sidecar bikes and the solar / water driven spit roast. It pays to have a talented metal worker in the leader cohort – you may also have seen John’s efforts during lockdown when he created the “Unity” fullsize model created from keys, with a keyworker role on each one, sat on a bench that was then given a home in central Chichester.

One leader and six explorers have been selected to attend the World Scout Jamboree in South Korea next year, which is a fantastic opportunity for them and an opportunity for other sections to make use of their experience to include them in your programme to deliver international themed evenings. One of them has even been to run an evening for the Emsworth Guides. They have a challenging fundraising target of £4,000 each and have been eating into this with lots of minor events and two memorable evenings in a Race Night at Southbourne and a Quiz Night at 12th. Thank you to all those that have attended and supported the team so far and look out for the next events.

Whilst there was no large explorer camp planned for this summer, there are plans to attend Theme Park Camp later this year and Revolution on the Isle of Wight at Easter. Easter will also see some heading to the Norfolk Broads and there will be a UK based summer camp. Looking to 2024, we are already planning a return trip to Kandersteg, Switzerland.

A large number of Explorers take part in the DofE scheme and we managed to keep modified expeditions going through lockdown. With expeditions over this recent summer holiday to complete Silver expeditions, we are planning for the next year groups to undergo Bronze and Silver expeditions in October half term. We have had 9 qualify for Bronze and 3 for Silver this year with a few more very close to completing their next award.

Young Leaders is another key component of the Explorer Section, with many of them providing very welcome support to leaders across the District. They recently attended a weekend camp run by Bognor to complete all the modules that are required in their training programme. Unfortunately, Lloyd has had to step down as their leader, so if there are any willing volunteers out there who would like to get involved, it is a very rewarding role that supports our young people, but does not need a regular commitment once a week like normal leader roles.

On the fundraising front, as well as the herculean efforts by the Jamboree team, the Explorers recently took part in the Chichester Dragon Boat Race to raise money for Cancerwise and the Rotary Club selected charities.

To sum up: Explorers has come back strong after COVID with good numbers and a healthy programme. I would like to offer the District’s and my personal thanks to all the leaders who make this possible in the units through their commitment and enthusiasm.

Richard Williams
District Explorer Scout Commissioner

Growth Annual Report

The Growth team have had an extremely busy year.

While we were unable to go out recruiting, we completely refurbished the recruitment trailer, and had it re-branded. It now looks extremely smart, and a good advert for the District.

Once events started to happen again, we aimed to get out in the community as much as we could, attending events in Sidlesham, Selsey, Chichester, Southbourne and Tangmere. We have plenty more bookings for the next few months. These have all been successful in 2 ways - firstly showing the local surroundings that Scouting is visible and active in the District, and secondly for recruiting adults and children.

We have worked with Groups to find out the areas where they need extra assistance, and have managed to fill some of these roles for them. We are also very pleased to have recruited Nick, our new ADC Beavers.

Every Group in the District now has a waiting list, with new member enquiries coming in on a weekly basis. Because of this we are beginning to look into ways to expand the District.

I would like to give a big thankyou to Andy, Philip and Kate for all of their help and support over the last year.

Liz Mace
ADC Growth

Downland Scout Active Support

This past year, as for the rest of the Scouting organisation, has been another difficult time for all our members.

Along with the restrictions placed on us all it has caused us to be unable to assist with our usual range of activities, therefore early in the year we took the decision to try to get some members to attend those activities that we usually support, possibly omitting some of the more social events that we all enjoy.

We also needed to remember that we had to respect our members decisions as to what events those members were prepared to help at. Having said that we have managed to cover a plethora of County, District & Section activities through the year.

Our grateful thanks to all those members who have turned out time and again, without you all we could not have managed to assist with the following list of events!

Overland Hike – locally this year, that helped with travelling!

The Macmillan sponsored Horse Ride, again local to most members, always a great event and very well supported by the horse fraternity.

District Cub Boxcart challenge, the ADC Cubs is part of our team, thanks Andy.

A small team helped to judge the Scouts Ready, Steady Cook competition & all complemented the Scouts on the presentation, standard & content of the dishes prepared, well done Scouts.

Several members also helped our new ADC Beavers, Nick Halton to run a Beaver overnight camp at West Dean, great fun was had by all!

Thank you to every member of our team, between us all we do make it work.

Philip Prior
Downland Active Support Manager

West Dean Campsite Report

We must remind ourselves that covid restrictions were in place at the start of the year and slowly restrictions were eased during 2021. Firstly, in May when outdoor meetings were allowed, two Chichester groups took advantage of the site in the evenings.

At the end of May the Estate, recognising that the Ash trees on site were in a dangerous condition, requested the site was closed while the trees were cut down and the trunk wood removed.

After that work was completed in the beginning of July, over the course of two weekends, our Downland Scout Active Support (DSAS) helped no end by clearing the many pieces of wood on the camping areas left by the tree felling and generally helping to get the site usable.

With the removal of the trees, the Old Railway Cutting edge was exposed to the Camping areas, a temporary fence and notices warning of the drop was erected.

From August 2021, Camping in the full sense was started, eight groups of campers were in evidence at weekends at the end of the year. At the start of 2022 season three groups used the site at various weekends, a further 15 enquiries / bookings have been received.

In the middle of February members of DSAS again assembled to further clear the site after the permanent fencing was erected at the top of the cutting. There was some machinery used to assist in the lifting of timber and earth moving. The day was cut short by heavy rain, making the site dangerous to work.

There have been a lot of requests from me for assistance this past year and I am grateful to those who have been able to assist from DSAS and in particular Colin Bailey, Tony Longlands, and Skip Carver (he with the bag of spanners).

Leases for both Campsite and H.Q. have been under negotiation for some time. The offer for the Campsite to be moved to the old recreation ground was withdrawn in June 2021.

Negotiations are taking place for us to stay on the existing campsite, with some boundary changes and the H.Q. to be abandoned. The District has employed a solicitor to guide us in those negotiations and the Draft heads of Terms for the lease are being discussed.

Geoff Strickland
District Campsite and H.Q. manager

Chichester District Scout Shop Report

The District Scout Shop is still recovering from the effects of Covid, with stock still slow to come in and therefore be available for groups. In particular uniform has been extremely slow and some items are still limited in availability. However, badges are finally back in stock and the shop is able to fulfil orders.

If you could all please remind your parents and leaders that we do stock uniforms and most equipment requirements. This would help generate extra funds for your groups, at present we give a rebate of 5% of your total spend per year back into your groups. (This does exclude the purchase costs of any badges).

As ever both Margaret and I would like to thank you all for your custom over the past year and we look forward to seeing you again soon.

Kate Crockford
Badge secretary

Appointments Committee

I have stepped down as Appointments Secretary but have retained the role of Chairman of The Appointments Committee. I have been joined by Helen Mockton as Secretary, and I would like to take this opportunity to welcome Helen and ask that we give her all the support and assistance she will need in this role.

There is still a considerable backlog of members waiting to go through the appointments process and we will continue using online services, such as Teams or Zoom, as well as face to face meetings in order to cut the backlog down. The choice of how meetings are carried out will be agreed between the member attending the meeting and the appointments secretary.

References have proved particularly hard to get people to provide and we ask that GSLs and line managers point out this need for two references to be provided to new members and ask them to get them in place as soon as possible. The appointments process will not continue until references are provided.

Equally there is still a need for Reviews to be carried out for established Members of Scouting and these need to be submitted to the Appointments Secretary and Compass to be updated accordingly.

There is still a requirement for us to recruit younger members to the appointments panel and to have a wider cross section of the community involved. If anyone knows of someone who may be interested in joining the panel please let Helen know.

Keith Capelin
Chichester Appointments Chairman

Chichester Scout District Council

Receipts and Payments Account

	Year start date		Year end date
For the year from	2021	To	2022

Receipts and payments

	2021/22				2020/21
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Receipts					
Donations, legacies and similar income					
Membership subscriptions	32,046	-	-	32,046	28,684
Less: Membership subscriptions paid on (National/County/Area/District)	(23,436)	-	-	(23,436)	(22,442)
Net membership subscriptions retained	8,610	-	-	8,610	6,242
Donations		-	-	-	-
Legacies		-	-	-	-
Gift Aid	1,815	-	-	1,815	2,194
Other similar income		-	-	-	-
Sub total	10,425	-	-	10,425	8,436
Grants					
Maintenance grant	-	-	-	-	-
Other grants		-	-	-	10,000
Sub total	-	-	-	-	10,000
Fundraising (gross)					
Scout Shop/Badges	2,583			2,583	513
Explorer Scouts		18,660		18,660	8,494
Campsite/Headquarters		1,385		1,385	118
Scout Active Support		1,600		1,600	-
Jamboree Fund		900		900	-
EuroJam				-	1,950
Other fundraising activities	21			21	282
Sub total	2,604	22,545	-	25,149	11,357
Investment income					
Bank interest	5	-	5	10	48
Building Society interest				-	-
The Scout Association Short Term Investment Service				-	-
Property Rent income				-	-
Other investment income				-	-
Sub total	5	-	5	10	48
Total Gross Income	13,034	22,545	5	35,584	29,841
Asset and investment sales, etc.	-	-	-	-	-
Total receipts	13,034	22,545	5	35,584	29,841

Chichester Scout District Council

Receipts and Payments Account

Year start date		Year end date	
For the year from	2021	To	2022

Receipts and payments

	2021/22			2020/21
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Payments				
Charitable Payments				
Youth programme and activities	-	-	-	-
Adult support and training	-	-	-	-
Rent	-	-	-	-
Water and Sewerage	-	-	-	-
Electricity and Gas	-	-	-	-
Insurance	2,030	-	-	2,030
Repairs and Renewals	-	-	-	-
Materials and equipment	-	-	-	-
Website, printing and photocopying	-	-	-	-
Professional fees	-	-	-	2,130
Uniforms	-	-	-	-
AGM and trustee expenses	16	-	-	16
St Georges Day	-	-	-	91
HQ Rates	-	-	-	-
Donations	-	-	-	-
Other costs	-	-	-	-
Sub total	2,046	-	-	2,046
Section expenses				
Scout Shop/Badges	2,149	-	-	2,149
Explorer Scouts	1,815	11,480	-	13,295
Campsite/Headquarters	-	5,641	-	5,641
Scout Active Support	1,121	-	-	1,121
Jamboree Fund	-	-	-	-
EuroJam	-	-	-	2,000
Other fundraising costs	-	-	-	-
Sub total	5,085	17,121	-	22,206
Total Gross Expenditure	7,131	17,121	-	24,252
Asset and investment purchases, etc.	-	-	-	-
Total payments	7,131	17,121	-	24,252
Net of receipts/(payments)	5,903	5,424	5	11,332
Transfers between funds	0	0	0	-
Cash funds this year end	60,403	40,917	3,580	104,905

Chichester Scout District Council Receipts and Payments Account

Year start date

Year end date

For the year from	2021	To	2022
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Statement of assets and liabilities at the end of the year

	31-Mar-21			31-Mar-20
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Cash funds				
District current account	55,352	17,865	-	73,217
District deposit account		4,870		4,870
Explorers current account		18,182		18,182
Scout Shop/Badges	3,436			3,436
The Scout Association Short Term Investment Service	330		3,585	3,915
Cash/Floats	1,285			1,285
Total cash funds	60,403	40,917	3,585	104,905
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	3,334	-	-	3,334
Insurance claim	-	-	-	-
Sub total	3,334	-	-	3,334
Investment assets				
Investment property - detail	-	-	-	-
Quoted investments	-	-	-	-
Other investments - detail	-	-	-	-
Sub total	-	-	-	-
Non monetary assets for charity's own use				
Badge stock	3,331	-	-	3,331
Shop stock	884	-	-	884
Other stock	-	-	-	-
Land and buildings	-	-	-	-
Motor vehicles	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-
Sub total	4,215	-	-	4,215
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on and signed on their behalf by

Signature	Print Name
	Martyn Bell Chair
	Emma Prince Treasurer

Chichester Scout District Council Receipts and Payments Account

	Year start date		Year end date
For the year from	2021	To	2022

Notes to the accounts

1. Restricted funds

	Cash funds at the start of the year	receipts	payments	
Explorers	10,601.17	18,660.00	11,480.16	17,781.01
Thorney Island	1,011.04			1,011.04
2nd Tangmere	1,546.78	-		1,546.78
Jamboree	2,259.92	900.00	-	3,159.92
Scout Active Support	7,441.53	1,600.00	-	9,041.53
Campsite	12,633.48	1,384.50	5,640.99	8,376.99
EuroJam	-			-
	<u>35,494</u>	<u>22,545</u>	<u>17,121</u>	<u>40,917</u>

2. Campsite Lease

The Campsite Lease was up for renewal during the year and we are in negotiations with the lease holder.

3. Membership Subscriptions

Debts due from groups at the start of the year	(6,903.00)
Received in the year	32,045.50
Debts due from groups at the end of the year	<u>3,333.50</u>
Membership Subscriptions receivable	28,476.00
Less Membership subscriptions paid on	<u>-23,436.00</u>
Net Membership subscriptions due to be retained	<u>5,040.00</u>

Chichester Scout District Council Receipts and Payments Account

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4. Les Brookes fund

In 1982 the above fund was established. It was transferred to District in the year ended 31 March 1995.

The objective of the fund is:

To direct the income for the benefit in scouting. Possible objectives might be to help a boy go to a jamboree, Provide equipment for the District Campsite, help the less well off to buy uniforms or necessary equipment, donate copies of scouting for Boys to new scouts or help in training boys or scouters.

The fund is available to all groups in the district if they feel they have someone or something which meets the above objectives

The Les Brookes Fund is held in the Scout Association Short term investment fund

Les brooks fund

	2019	Balance at the end of the year
Held as Capital		1,559
Held as revenue available for distribution		<u>2,175</u>
		<u><u>3,734</u></u>
	2020	
Grants given jamboree		200
Held as Capital		1559
Held as revenue available for distribution		<u>2,000</u>
		<u><u>3,559</u></u>
	2021	
Held as Capital		1559
Held as revenue available for distribution		<u>2,021</u>
		<u><u>3,580</u></u>
	2022	
Held as Capital		1559
Held as revenue available for distribution		<u>2026</u>
		<u><u>3,585</u></u>

We are also holding £330 in general reserves for the Les brooks fund (2021:£330)

5 Council grant

During the Covid pandemic the district received a grant of £10,000. This grant is to be used to support our campsite and the groups

During the year a number of the groups were able to obtain grants from the West sussex Council but the explorers did not so a grant of £1700 was given to them. We also paid for some campsite costs from the fund too.

Grant received	10,000
grant given	1,700
campsite outgoings	<u>2,130</u>
Grant still not distributed	<u><u>6,170</u></u>

Independent Examiners Report to the Trustees of the Chichester Scout District Council

Year ended 31 March 2022

I report on the financial statements of the charity for the year ended 31 March 2022.

This report is made solely to the Trustee, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law. I do not accept or assume responsibility to anyone other than the Trustees as a body, for my work on this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with general Directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Heather Cheesman FCA

Chartered Accountant
104 Stockbridge Road
Chichester
West Sussex
PO19 8QP

Date: 2nd September 2022