



# **Chichester District Trustee Board**

## **Annual Report 2023 - 2024**

# Agenda

**Meeting: Chichester District Annual General Meeting**

**Date: 24<sup>th</sup> September 2024**

**Venue: The St Blaise Centre, Boxgrove, West Sussex**

**Start Time: 7pm Refreshments 7.30pm Formal Meeting**

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
  - a. Approve the minutes of the Annual General Meeting held on 12<sup>th</sup> September 2023
  - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
  - c. Note the District's financial year
  - d. Approve appointed and community members of the District Scout Council
  - e. Agree the number of members that may be appointed to the Trustee Board
  - f. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)
- 4. Review of the previous year**
  - a. The District Lead Volunteer's review of Scouts in the Chichester District
  - b. Receive and consider the Annual Report of the District Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
  - a. Appoint the District Chair, following recommendation from the open selection process initiated by the District Trustee Board
  - b. Appoint the District Treasurer, following recommendation from the open selection process initiated by the District Trustee Board
  - c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board
  - d. Re-appoint District President and Vice Presidents
  - e. Appoint the Independent Examiner / Auditor
  - f. Nominate representatives of the District Scout Council to represent the District on the County Scout Council
- 6. Closing remarks**

# 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 2024. During this period the Trustees were as follows:

### Trustees: ex-officio

### Appointed

Peter Evans	District Chairman	12th September 2023
Emma Prince	District Treasurer	1st November 2018
Claire Jones	District Secretary	1st October 2017
Rich Williams	Lead Volunteer 14-24 Programme	5th December 2017
Philip Prior	District Lead Volunteer (previously DSAS)	2 <sup>nd</sup> April 2024
Josh Brown	District Youth Lead Volunteer	17 <sup>th</sup> July 2023

### Trustees: Nominated

None

### Trustees: Elected

Martin Bell	Trustee	9th July 2015
Joe Hellyer	District IT	12th September 2023
Philip Prior	DSAS (became DVL part way through year)	7th February 2016
	(Represented by Kate Crockford)	

### Co-Opted Members:

Andrew Mace	Cubs LV	7th February 2016
Tony Tunnell	GSL/Scouts	February 2019 (Not as a trustee)
Liz Mace	Growth LV	1st April 2022
Nick Halton	Beavers LV	

Charity Commission registration: 267346

Scout Association registration: 10001246

Bankers: Natwest

Correspondence Address: c/o Emma Prince  
101 Westgate  
Chichester  
PO19 3HB

## Structure, Governance 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 Lead Volunteers. 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 Trustee Board at any time. The District Lead Volunteer is appointed by the County Lead Volunteer and usually serve for a fixed term of five 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 12<sup>th</sup> September 2023. 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 objectives and activities of the charity.

## **Objectives and activities**

Scouts is the UK's biggest mixed youth organisation. It changes lives by offering 6 – 25 year olds 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 zorbing. 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 is 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**

This year saw a full return to active Scouting across the District, with little to no impact on activities from Covid that has been seen in the previous year. During this period Robert Sawyer, who had been our acting District Lead Volunteer stepped down as County Lead Volunteer, resulting in a period with no one covering the role. A new District Lead Volunteer was identified, and although not officially appointed until the new reporting year, Philip Prior was able to step swiftly into the new role and commence action to support and lead the District. The new lease for the campsite was finally completed, providing a long lease to enable preparation to apply for planning permission.

## **Financial Review**

The accounting statements are shown in a separate document.

## **Investment Policy**

The District's 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. Any Trustees reimbursement of expenses incurred while fulfilling their roles and duties as Trustees, or in operational roles have been minimal, evidenced by receipts and are included in the financial statements with this report.

### **Declaration**

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

Signed on behalf of the Trustees of Chichester District Scout Council.

Peter Evans  
District Chairman  
Date:

# Reports

## District Chairman's Report

The past year has been an interesting year for the Chichester District Scouts. The adoption of the POR (Policy Organisation and Rules) and the 'Yellow Card' all help to give us clear direction in the delivery of the great scouting experience. Better and safer for both the young people and volunteers alike.

Safety is of the highest priority for both the trustee board and volunteers alike, the nationally led directives ensuring that everybody understands the need to look out for each other. We have finally brought together a Safety team as well as a Welcoming Lead (formerly Appointments Chair).

I thank all volunteer leaders for their time and dedication in the delivery of Scouting in our District. The promotion of Philip Prior to District Lead Volunteer has brought about new ways of thinking and the sharing of resources with the Bognor District, which is of benefit to both districts. Chichester held an excellent Recruitment Event attracting new volunteers.

Our Campsite is changing, Geoff Strickland has done an excellent job in bringing forth the changes required. The Campsite will be developed in the near future as a super site to be enjoyed by all ages. I thank Martyn Bell as Chairman of the campsite sub-committee helping to navigate the complexities of change and development.

It is pleasing to see so many young people wishing to join in with Scouting, from our youngest (Squirrels) through to 'hopefully' our future leaders in Explorers and Network.

It is not possible to name all those who have gone the extra mile for Scouting, we know who you are, and you all deserve a big thank you.

Peter Evans  
Chairman – Chichester Trustee Board

## 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 finances continues to be stable and we have sufficient funds to cover our contingency of 12 months running costs. 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 42% of our total funds. One of our closed groups became active during the previous financial year, with a group being reformed in Tangmere. The funds relating to this group were transferred to their bank account during this financial year so that they are financially separate from the District.

This year saw the majority of the expenditure related to the campsite being incurred regarding preparation for planning applications for a new building on the site, temporary facilities, storage and legal fees regarding the new lease. The new thirty-year lease is now in place to enable planning to be submitted and fundraising to commence towards the new building.

Emma Prince BSc FCA  
Treasurer

## Squirrel Annual Report

There is now an active Squirrel Drey at Tangmere, which has been operating incredibly successfully since starting. There have also been shared events with Bognor District, which have been very well supported and received.

There are plans in place to open a second Drey in the District at 12<sup>th</sup> Chichester, currently planned for November 2024.

## Beaver Annual Report

Our main highlight was our District camp in July 23 at the Spur campsite at Slindon, near Bognor. 60 beavers attended, and took part in many activities including shelter building, hikes, orienteering, fire lighting and much more. It is a beautiful woodland site,

and the weather was kind. We even managed some sleep! Seven of our nine colonies attended, the other two ran events of their own, so every beaver in the District was offered a residential experience during this year. Two colonies are desperately short of leaders, 5th Chichester and 1st Selsey, and the rest of the team can always use some extra help if you have any time to spare.

Nick Halton  
LV Beavers

## **Cub Annual Report**

The Cubs have had a very busy year once again, with badge work progressing well within all of the Packs. Numbers around the District remain good. We are very sorry to have lost some of our Leaders, but would like to thank them for everything that they have done.

We held our fun box carts event in May where all of the Cubs had a chance to take part in time trials around a figure of eight circuit. This was followed by District Cub camp. We were really pleased to have 8 Packs camping for the weekend, with Tangmere Cubs joining us for the day. Well done Southbourne for taking home the pennant. Several of our Leaders gained their nights away permit, so well done to those as well.

We held our annual City gates challenge around Chichester, where the Cubs walk around the City centre following a quiz. In November several Cubs took part in the District orienteering event, having great fun running around the cold, muddy woods! Southbourne Cubs organised a great weekend for some of the Cub Packs, they held a sleepover at the Winchester science museum. Unfortunately, we had to cancel our tag rugby event because the pitch was flooded, but we will hopefully be able to hold it next year. Badge day this year was to take part in the Scientist badge, and the Cubs had great fun trying all sorts of experiments.

I would like to thank my Leaders for everything that they do to give the Cubs such a great time.

Andy and Liz Mace  
LV Cubs and DCL

## **Chichester District Scout Report**

Scouts have run their normal array of events and competitions during the year, ably organised by Scout Leaders, in particular Dave Wingham (Southbourne), Simon Bartlett (Westbourne) and Tony Tunnell (12th Chichester) in absence of a District Scout Leader or an LV Scouts.

With the existing Explorer units full, several Scout Leaders are concerned at the inability to be able to transfer Scouts to Explorers at the end of their time. At present, the Scouts are having to go on to a Waiting List to join. It is likely that if Scouts, who are keen to join Explorers must wait too long, we may lose them, and therefore the opportunity to gain young leaders and possibly the leaders of the future.

I know several of the Scout Leaders were disappointed with the turnout at St. George's Day Parade with less than 50% attendance for their sections. The feeling is that the format does need to change to make it more inclusive for everyone in the movement in Chichester.

A District OSM Events Page has been created to help manage District Events for all sections. This provides very useful for the annual District Camp where we had a record (in recent years) of 172 young people attend. Following feedback from the previous year, we also hired in wastewater containers to avoid having to dig a pit. Following a successful hire of a couple of Portaloo's at the Junior Downsmen hike in September, we have agreed to hire these for next year's camp.

The campsite for the Junior Downsmen this year was with the kind permission of Stansted Park. This allowed a slightly different route to be arranged for the teams. We also pulled in support from the Scout Active Support Unit to help run the campsite and provide the leaders and helpers with a cooked meal in the evening, rather than relying on large waiting times at local take-aways. We made good use of the District and Group trackers, enabling us to have a tracker on every team that had entered.

In December, 182 Scouts and Explorers enjoyed another evening at Butlins, however the food was not up to much for the price we must pay. It is going to be difficult to find a replacement event though if we decide on something else this year.

1st Westbourne won the District Shooting Competition, followed by the U12 Orienteering Competition and the Ready, Steady Cook Competition. The U14 Orienteering was won by 1st Southbourne.

Overall, another very busy and exciting year for all the scouts in the District. Well done to all the leaders and helpers that have made this possible.

Tony Tunnell  
Group Scout Leader, 12th Chichester Scout Group



This has been a great year for Explorers in the District, with a very active and exciting programme. Explorer numbers continue to be very healthy with nearly 90 members and a committed leadership team. Highlights of the year were the World Scout Jamboree in South Korea, sailing on the Norfolk Broads, gliding experience flights, District Camp, hiking in Bannau Brycheiniog (Brecon Beacons) and Dartmoor and a summer camp in Devon.

One leader and six explorers attended the World Scout Jamboree – you will probably have seen lots in the media about the conditions at the campsite. The Jamboree capped off a year of preparation and fundraising. Despite flooding, heatwaves and typhoons, our explorers all returned having really enjoyed the experience and thrived in the changing situations and made the most of all opportunities that came along – albeit slightly different to what they had planned for. The team have talked to many of the sections in the District inspiring the younger members.

Whilst numbers are booming in Explorers, this brings the challenge of available spaces for those coming up from Scouts, as well as the demand from those who have not been Scouts. Currently 2 out of 3 units are running waiting lists – with this being particularly acute in Chichester. We only just have enough leaders to run the one Chichester unit, but the demand from young people would easily fill two. Leader recruitment is high on the agenda to try and solve this challenge over the next couple of years.

A large number of Explorers take part in the DofE scheme and we have had the usual round of expeditions this year, with more planned for May and Oct 2024. We have had 5 explorers qualify for Bronze, 12 for Silver and 2 for Gold this year with a few more very close to completing their next award.

Young Leaders is a key component of the Explorer Section, with many of them providing invaluable support to leaders across the District. We welcome Josh and Emma into their new roles supervising the Young Leaders and their enthusiasm has revitalised this key area and will assist those explorers complete missions and modules as they work towards their Young Leader belt.

Looking forward to this summer, a party of nearly 60 from the Explorers and Network will be heading to the Kandersteg International Scout Centre in Switzerland for 10 days of international experiences alongside activities such as white-water rafting, canyoning and Alpine hikes.

Richard Williams  
District 14 – 24 Team Lead

## Network Report

The Chichester (Dolphin) Network is still in its infancy since restarting this year after a gap of about 5 years. Network is the 18-25-year-old group within Scouting. They have an initial cohort of 5 members and a number of potential members away at university keeping tabs on what they are up to. They meet monthly and have been out on a number of night hikes. The highlight for them is coming up this summer, with all 5 heading to Kandersteg with the Explorers for the joint camp.

Richard Williams  
District 14 – 24 Team Lead

## Growth Annual Report

The team has had a busy year, going out and about in the community as much as we can.



For the first time we took part in a 2-day event at Stansted House, where the team spent an exhausting weekend helping young people to fire water rockets. We have joined with the Bognor team to go to Bognor carnival. This was followed by the family fun day at Tangmere aviation museum and a family fun day in Bracklesham. We once again joined the Southbourne Sea Scouts for their fireworks evening and took part in the switching on of East Wittering Christmas lights. Unfortunately, we had to pull out of a few events this year due to lack of help, but we have been working on building the team. We have several bookings coming in for this year, including some new events.

We held a highly successful recruitment event in Tangmere at the beginning of February, and we were very grateful to have the help of Joe Firth from County to help us organise this. We had several adults volunteer their help, and because of this we are now working towards opening our 2nd squirrel drey in the District. This will be opening in the autumn as part of 12th Chichester Scout Group.

I would like to take this opportunity to thank all of my team for their support over the last year. It is because of all of their support that we are managing to make Scouting so visual and accessible to so many people.

Our aims for the next year? To take part in as many community events as we are able to, and to keep growing the District. We are currently thinking about our next squirrel drey, so that when I do my report next year, we will hopefully have 3 in the District.

Liz Mace  
ADC Growth

## **Downland Scout Active Support**

This year has not seen a return to regular meetings for Active Support, although members continue to assist at events, including recruitment and the annual sponsored horse ride at Cowdrey, as usual raising a significant amount for Scouting.

Active Support have assisted at Beaver Camp, the Campsite and supported the events to find volunteers to fill leadership vacancies across the district. We also supported the St Georges parade setting up for the service, marshalling and assisting Kate.

As always DSAS remain available to assist at events and activities.

Philip Prior  
Downland Active Support Manager

## **West Dean Campsite Report**

The campsite was open between April and August 2023. With ten groups and 258 young people using the site for camping.

The new Lease was agreed and signed in October 2023 and boundary changes came into operation with Chichester Scouts giving up the area and buildings located on 'The Railway Cutting'. The Lease is for 32 years which would now make us able to apply for funding to create new facilities for the site.

On behalf of the former DEC a pre planning application for the proposed new buildings on the campsite was submitted in November 2022 but the formal response was not received until May 2023

In October 2023 the DEC/ Trustee Board approved the expenditure to employ Folkes Architects and additional Consultants that were needed to satisfy the Planning officers to support the Full planning application, which is now is near completion.

There have been a lot of requests from Geoff Strickland, the Campsite Manager, for assistance over the past year on the site and he is particularly grateful for those that have been able to assist in the transfer of sea containers and equipment from Downland Active Support and those in Scouting generally.

What should be acknowledged is the generosity of people that take time off work for days and to those that are only able to give a short amount of time to complete projects such as this that are not part of the Scout formal training programme.

Scouting has always relied on its volunteers and over the last 12 months with the difficult conditions i.e. the wet weather when moving equipment, digging a trench for a replacement water service to the campsite and constructing a waterless toilet. To quote Geoff Strickland : "They have been heroes to get the job completed and get the site fit for basic camping in the interim while we wait for the planning process to take place to give us a better facility for the future".

I, and the members of the newly formed 'Campsite Sub-Committee- Geoff, Yasmin Sanger-Bryant , Angela King and Cllr Anne Scicluna know that there will be interesting times and challenges to get the site to its best potential. It will be well worth it to see Volunteer Leaders and the young people back on site again enjoying the West Dean countryside and what it offers.

Martyn Bell  
Trustee & Campsite Sub-Committee Chair

## **Chichester District Scout Shop Report**

The Scout Shop has continued to offer badges and uniforms with a portion of the profits being returned to groups, although there has been limited activity during the year. Emma, District Treasurer, has provided support on the financial side and the Shop uniform continues to be stored by myself.

A member of the Active Support team has stepped forward to assist with the financial side of the Scout Shop, and will hopefully in the near future be raising invoices and running the financial side. It is hoped that the shop will be able to be more active and will have caught up on all financials during the coming year.

Kate Crockford  
Badge Secretary

## **Appointments Committee**

Sadly during this period both the Appointments Chair and Secretary stood down. The trustees would like to thank both for all their hard work for Scouting, in particular Keith Capelin who has been the Appointments Chair and member of the trustee panel for a number of years.

In the absence of a Chair and Secretary the panel in the early part of the year were able to continue, chasing DBS's and meeting to action new members. Robert has taken a more active role in chasing training to prevent suspensions, and following his absence Philip Prior took on this task.

As part of the transformation of Scouting appointments will transition to a Welcome process, which will be more group based. However, there will continue to be a need for panel members for until this happens. During the coming year it is hoped to find someone to Chair and lead the panel, as well as assist in the shift to the new Welcome process as more information is available.

# Chichester Scout District Council

## Receipts and Payments Account

	Year start date		Year end date
For the year from	2023	To	2024

### Receipts and payments

	2023/24				2022/23
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Receipts</b>					
<b>Donations, legacies and similar income</b>					
Membership subscriptions	32,904	-	-	32,904	35,994
Less: Membership subscriptions paid on (National/County/Area/District)	-29,700	-	-	-29,700	-26,980
Net membership subscriptions retained	3,204	-	-	3,204	9,014
Donations		-	-	-	-
Legacies		-	-	-	-
Gift Aid	1,468	-	-	1,468	-
Other similar income		-	-	-	-
<b>Sub total</b>	<b>4,672</b>	<b>-</b>	<b>-</b>	<b>4,672</b>	<b>9,014</b>
<b>Grants</b>					
Maintenance grant			-	-	-
Other grants			-	-	7,000
Sub total			-	-	-
Fundraising (gross)				-	2,500
Scout Shop/Badges	366			366	3,789
Explorer Scouts		38,400.57		38,401	25,846
Campsite/Headquarters		2,274		2,274	2,137
Scout Active Support		22		22	1,205
Jamboree Fund				-	17,733
Cub/Beaver Camps	425			425	265
Other fundraising activities	1,886			1,886	366
<b>Sub total</b>	<b>2,677</b>	<b>40,697</b>	<b>-</b>	<b>43,374</b>	<b>60,840</b>
<b>Investment income</b>					
Bank interest	24			24	2
Building Society interest				-	-
The Scout Association Short Term Investment Service	69			69	27
Property Rent income				-	-
Other investment income		4,211		4,211	-
<b>Sub total</b>	<b>93</b>	<b>4,211</b>	<b>-</b>	<b>4,304</b>	<b>29</b>
<b>Total Gross Income</b>	<b>7,442</b>	<b>44,908</b>	<b>-</b>	<b>52,350</b>	<b>69,883</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>7,442</b>	<b>44,908</b>	<b>-</b>	<b>52,350</b>	<b>69,883</b>

# Chichester Scout District Council

## Receipts and Payments Account

Year start date		Year end date	
For the year from	2023	To	2024

### Receipts and payments

	2023/24			2022/23
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
<b>Payments</b>				
<b>Charitable Payments</b>				
Youth programme and activities	510			489
Adult support and training				1,119
Rent	-			154
Water and Sewerage				-
Electricity and Gas				-
Insurance	1,953			1,980
Repairs and Renewals				-
Materials and equipment	362			-
Website, printing and photocopying				-
Professional fees				-
Uniforms				-
AGM and trustee expenses	111			115
St Georges Day	1,619			1,673
HQ Rates				-
Donations	1,468			3,123
Other costs			-	-
<b>Sub total</b>	<b>6,023</b>	<b>-</b>	<b>-</b>	<b>8,653</b>
<b>Section expenses</b>				
Scout Shop/Badges				2,379
Explorer Scouts		22,892.06		29,874
Campsite/Headquarters		29,022		3,144
Scout Active Support		71		268
Jamboree Fund		7,945		15,150
Group funds		8,079		468
Other fundraising costs		-	-	-
<b>Sub total</b>	<b>-</b>	<b>68,009</b>	<b>-</b>	<b>59,935</b>
<b>Total Gross Expenditure</b>	<b>6,023</b>	<b>68,009</b>	<b>-</b>	<b>74,032</b>
<b>Asset and investment purchases, etc.</b>				765
<b>Total payments</b>	<b>6,023</b>	<b>68,009</b>	<b>-</b>	<b>60,700</b>
<b>Net of receipts/(payments)</b>	<b>1,419</b>	<b>-23,101</b>	<b>-</b>	<b>9,182</b>
<b>Transfers between funds</b>	-29,900.00	29,900.00	0	-
	<b>62,935</b>	<b>47,541</b>	<b>-</b>	<b>104,905</b>
<b>Cash funds this year end</b>	<b>34,454</b>	<b>54,340</b>	<b>-</b>	<b>114,087</b>

# Chichester Scout District Council Receipts and Payments Account

Year start date

Year end date

For the year from	2023	To	2024
-------------------	------	----	------

## Statement of assets and liabilities at the end of the year

	31-Mar-24				31-Mar-23
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Cash funds</b>					
District current account	23,367	24,678	-	48,045	84,989
District deposit account	4,896			4,896	4,872
Explorers current account		29,662		29,662	14,153.00
Scout Shop/Badges	5,960			5,960	£5,594.00
The Scout Association Short Term Investment Service				-	3,942
Cash/Floats	231			231	537
<b>Total cash funds</b>	<b>34,454</b>	<b>54,340</b>	<b>-</b>	<b>88,794</b>	<b>114,087</b>
<b>Other monetary assets</b>					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for charity's own use</b>					
Badge stock	3,252	-	-	3,252	3,331
Shop stock	879	-	-	879	884
Other stock	-	-	-	-	-
Land and buildings	-	-	-	-	-
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-
<b>Sub total</b>	<b>4,131</b>	<b>-</b>	<b>-</b>	<b>4,131</b>	<b>4,215</b>
<b>Liabilities</b>					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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
	Peter Evans Chair
	Emma Prince Treasurer

# Chichester Scout District Council

## Receipts and Payments Account

	Year start date		Year end date
For the year from	2023	To	2024

### Notes to the accounts

#### 1. Restricted funds

	Cash funds at the start of the year	receipts	payments	Transfers	Cash funds at the end of the year
Explorers	13,752	38,401	22,892	400	29,661
Thorney Island	1,011				1,011
2nd Tangmere	8,079		8,079		-
Jamboree	7,207		7,945	1,000	262
Scout Active Support	9,979	22	71		9,930
Campsite	7,513	2,274	29,022	28,500	9,265
Scout investment	-	4,211			4,211
	<u>47,541</u>	<u>44,908</u>	<u>68,009</u>	<u>29,900</u>	<u>54,340</u>

#### 2. Campsite Lease

The Campsite Lease has been renewed for another 30 years and temporary toilets have been installed. We are hoping that a planning application for a scout centre will be applied for within the next few months

#### 3. Membership Subscriptions

Debts due from groups at the start of the year	-
Received in the year	32,904
Debts due from groups at the end of the year	<u>2,797</u>
Membership Subscriptions receivable	35,701
Less Membership subscriptions paid on	<u>-29,700</u>
Net Membership subscriptions due to be retained	<u>6,001</u>

# Chichester Scout District Council

## Receipts and Payments Account

	Year start date		Year end date
For the year from	2023	To	2024

### 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>

	2023	
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 (2022:£330)

	2024	
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 (2023:£330)

## Chichester Scout District Council Receipts and Payments Account

	Year start date		Year end date
<b>For the year from</b>	<b>2023</b>	<b>To</b>	<b>2024</b>

### 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

Grant received	10,000
Grant distributed in 2022	3,830
	<hr/>
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 2024**

I report on the financial statements of the charity for the year ended 31 March 2024.

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: 2<sup>nd</sup> September 2024