

# Faversham District Scout Council

## Annual Report and Accounts Year Ended 31st March 2023

Registered Charity Number: 284893



LEGAL AND ADMINISTRATIVE INFORMATION  
FOR THE YEAR ENDED 31 MARCH 2023

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**Registered Charity Number:** 284893

**Scout Association Registration Number:** 10001184

**Hon President:** Cllr A Hook

**Charity Trustees**

Cllr T J Martin - District Chair

Mr S P Moore (District Commissioner from 1 January 2023)

Mr A A D Johnson - District Commissioner (Retired 31 December 2022)

Mr D J Jones (Appointed 17 July 2022)

Mr J E Elliott (Appointed 8th June 2022)

Mr D Kirsch-Mills - District Deputy Chair

Mr P J White

Mr A J White

Mr A B Soffe

Mr D P Darby

Mrs S F Beale

Mr M P Parrett

The Rev'd S D Rowlands

Mr I R Parrett

Ms J L Greenwell

Ms V E Beale (Appointed 1 January 2023)

**Holding Trustees**

Mr E Davis

Mr K Neame

Official Custodian for Charities (Appointed 11 April 2023)

**Correspondence Address**

15 Preston Park  
Faversham  
Kent  
ME13 8LH

**Website**

[www.favershamscouts.org.uk](http://www.favershamscouts.org.uk)

LEGAL AND ADMINISTRATIVE INFORMATION  
FOR THE YEAR ENDED 31 MARCH 2023

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**Independent Examiner**

G D Smith FCA  
5 Coppice View  
Weaving  
Maidstone  
Kent  
ME14 5TX

**Principal Bankers**

National Westminster Bank Plc  
11 The Parade  
Canterbury  
Kent  
CT1 2SQ

**Investment Managers**

St James' Place Plc  
1 Tetbury Road  
Cirencester  
Gloucestershire  
GL7 1FP

**Solicitors**

Gullands LLP  
16 Mill Street  
Maidstone  
Kent  
ME15 6XT

DISTRICT TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2023

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The Trustee Board of Faversham District Scout Council have the privilege of presenting their annual report for the year ended 31st March 2023

### Objectives and Activities

#### 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 cooperate 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

#### Main Activities and Objectives

The District is responsible for supporting the growth and development of Scouting in Faversham and its surrounding villages. It does this primarily by providing support and encouragement to the four scout groups in the town. It has a particular responsibility for providing scouting directly to young people between the ages of 14 and 25 through its Explorer Scout Units and Scout Network. The District also runs certain large events for its members as well as supporting participation in County, National and International events.

The District owns and operates Shepherd Park Scout Activity Centre in Sheldwich which provides the District with some additional income to support the whole range of scouting activities.



DISTRICT TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2023

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Main activities and objectives (continued)

It also owns two other freehold properties and one leasehold property within the District which are used for scouting activities.

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.

**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 District is a trust established under its rules which are common to all Scouts.

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

The District is governed by its 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 to the wider District Scout Council for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Board consists (when fully staffed) of 15 Members. The Chair, Secretary and Treasurer and 8 other members are nominated or elected at the AGM. These members are joined by the District Commissioner and three members of his team who hold their trustee roles *Ex Officio*. The Board has the authority to co-opt up to four additional members during the year if necessary. The County Commissioner and County Chair both have the right to attend meetings of the Board should they wish to do so.

All District Trustees complete Scouting Training modules, including a Trustee Induction, within the first 5 months of joining the committee.

The Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure the Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance.

Its responsibilities include:

- The maintenance of District property
- The raising of funds and the administration of District finance
- The insurance of persons, property and equipment

DISTRICT TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2023

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Structure, Governance and Management (continued)

- District public occasions
- Assisting in the recruitment of leaders and other adult support
- Appointing any sub committees that may be required
- Appointing District Administrators and Advisors other than those who are elected.

The District Trustee Board is responsible, together with the District Commissioner, for ensuring that all adults volunteering in the district are fit and proper persons to carry out the tasks given to them. Responsibility for carrying out this responsibility on a day to day basis falls to the Board's Appointments Advisory Sub-Committee the members of which are specially trained to carry out this role.

Finally, the District Trustee Board has a general duty to ensure that Scout Groups within the District are managed and governed in a way consistent with law and with POR. Where Groups fall short of the expected standards, the district will assist and support them in achieving those standards.

The Trustees are aware of the major risks to which the District is exposed and have sought to take steps to mitigate these as far as possible.

The Board would like to take this opportunity to thank all of our volunteers, both those on the front line and those contributions perhaps go unseen by many, who give up enormous amounts of time to provide quality scouting to so many young people in our town.

**Achievements and Performance**

The District has continued to support the operation of four Scout Groups around Faversham providing scouting to over 300 young people. The numbers of young people taking part in Faversham Scouts seems relatively stable and now is the time to consider growth strategies.

The District has direct responsibility for the provision of scouting to young people in the Explorer Scout and Scout Network sections. With the appointment of a new District Leadership Team in January 2023, responsibility for leading the 14-24 provision has been passed to Jools Elliott. Both Explorer Units have full and active programmes, with a number of Explorers achieving top awards in the last year, the Young Leaders scheme has always been well supported in Faversham, and after a period of inactivity, Faversham Network is meeting regularly again. We are pleased to be supporting two young people who will be travelling to the World Scout Jamboree in the summer.

The priority of the District Team this year has been to support the further consolidation of our offer to young people, as normal service has resumed properly following the pandemic.



**DISTRICT TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2023**

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**Achievements and Performance (continued)**

During the period under review the Trustees have taken an interest in the forthcoming "transformation" of Scouting, the first signs of it appear in this report in the name Trustee Board rather than the traditional "Executive Committee", the Board receives regular updates from its Transformation Adviser and will support with interest as this process reshapes the entire structure of the District's operations going forward. During the year the District was also one of the Mayor of Faversham's Charities, and in May 2023 we were very pleased to received a donation of £4,000 from him towards our general fund.

The District Trustee Board wishes to record its grateful thanks to all the leaders (both Young and old), committee members, helpers who have continued to work to make scouting work in Faversham during this year. In particular we would like to thank our former District Commissioner, Ash Johnson, who stood down during the year for his leadership over the last six or so years, particularly during COVID. We wish him well for his future endeavours outside of Scouting.

**Financial Review**

The Board reports a cash surplus for the year of £3,959 (2022 £7,884) The District's investment reserves stood at £158,727 (2022 £177,458) at the year end. The full annual accounts for the year ended the 31<sup>st</sup> March 2023 are appended to this report.

**Reserves Policy**

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 Trustees are satisfied that there is currently sufficient resources available to whether most risks that could be encountered.

**Investment Policy**

The District is in a very fortunate position to have been the recipient of several very significant legacies over the years. The District's Investment Capital is managed by St James's Place. It is now felt that the time is right to consider alternatives to this arrangement, to this end the Board has appointed an Independent Financial Adviser to report on our options, this work is still underway at the time of writing.


It is District Policy to avoid using this capital for day to day purposes, instead reserving it for key projects such as the development of Shepherd Park. Funds will not be deposited into or withdrawn from the Investment Account without the approval of the District Trustee Board.

DISTRICT TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2023

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The District Trustee Board approved the above report on 14th June 2023.

Signed on behalf of the District Trustee Board



Trevor Martin  
District Chair



Simon Moore  
District Commissioner



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FAVERSHAM DISTRICT  
SCOUT COUNCIL

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I report to the Trustees on my examination of the accounts of the District for the ended 31st March 2023.

**Responsibilities and basis of report**

As the charity trustees of the Faversham District Scout Council 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 Faversham District Scout Council 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 Faversham District Scout Council 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.

G D Smith FCA  
5 Coppice View  
Weaving  
Maidstone  
Kent  
ME14 5TX

Signed

Date

  
14<sup>th</sup> Dec

2023

RECEIPTS AND PAYMENTS ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2023

	2023	2023	2023	2023	2022
	Unrestricted	Restricted	Designated	Total	Total
	£	£	£	£	£
<b>Receipts</b>					
Subscriptions	-	-	3,667	3,667	3,235
Donations	184	-	70	254	47
Gift Aid	38	-	-	38	
Grants received	-	-	-	-	18,693
St George's day Net	208	-	-	208	-
Shepherd Park	3,233	-	-	3,233	408
Badge and Uniform Sales	738	-	328	1,066	-
Other Income	-	-	-	-	610
Bank and Building Society Interest	1	-	-	1	1
Property, Utilities and Insurance	7,018	-	-	7,018	-
<b>Camps and Activities</b>					
Network Activities (District Challenge)	-	-	885	885	-
Explorer Activities	-	-	455	455	479
Cub Activities	4,012	-	-	4,012	-
Beaver Activities	870	-	-	870	-
Young Leaders	-	-	39	39	-
<b>Capital Movement</b>					
Transfer from Investment Fund	10,000	-	-	10,000	-
<b>Total Receipts</b>	<b>26,302</b>	<b>-</b>	<b>5,444</b>	<b>31,746</b>	<b>23,473</b>
<b>Payments</b>					
Capitation paid to County	1,767	-	-	1,767	1,290
Electricity and Gas	2,328	-	-	2,328	895
Waste and Water	-	-	-	-	969
Insurance and Rent	4,397	-	-	4,397	4,407
Repairs and Maintenance, Shepherd Park	3,406	-	-	3,406	723
Uniform and Badges	60	-	319	379	217
Activity Equipment	242	-	-	242	-
Sundries	224	-	53	277	139
Legal Cost	1,712	-	-	1,712	-
Bank Commission	-	-	77	77	-
Capitation adjustment	19	-	-	19	2,408
Shepherd Park Project	906	-	-	906	2,324
<b>Camps and Activities</b>					
World Scout Jamboree	5,600	-	-	5,600	800
Network Activities	-	-	783	783	-
Explorer Activities	-	-	1,344	1,344	1,417
Cub Activities	3,730	-	-	3,730	-
Beaver Activities	820	-	-	820	-
<b>Total Payments</b>	<b>25,211</b>	<b>-</b>	<b>2,576</b>	<b>27,787</b>	<b>15,589</b>
Net of receipts /(payments)	1,091	-	2,868	3,959	7884
Transfer between funds	837	-	(837)	-	-
	1,928	-	2,031	3,959	7,884
Cash funds at 31st March 2022	12,548	500	6,502	19,550	11,666
Cash funds at 31st March 2023	14,476	500	8,533	23,509	19,550

STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31 MARCH 2023

	2023	2023	2023	2023	2022
	Unrestricted	Restricted	Designated	Total	Total
	£	£	£	£	£
<b>Monetary Assets</b>					
Bank & cash Balances					
Current Account	14,235	500	1,341	16,076	14,011
Shepherd Park Account	23	-	-	23	-
Faversham Explorer Funds	1	-	4,034	4,035	3,459
Red Pandas Explorers Funds	(41)	-	3,158	3,117	1,843
Deposit Account	238	-	-	238	237
Debit card balance	20	-	-	20	-
	<u>14,476</u>	<u>500</u>	<u>8,533</u>	<u>23,509</u>	<u>19,550</u>
<b>Other Monetary Assets</b>					
Investment Funds	158,727	-	-	158,727	177,458
Amounts due for Badges	282	-	-	282	962
Shepherd Park fees receivable	604	-	-	604	488
Activity amounts receivable	-	-	-	-	156
Due from groups for insurance and Utilities	778	-	-	778	4,463
World Jamboree	6,400	-	-	6,400	800
Cuboree - due from Groups	50	-	-	50	-
	<u>166,841</u>	<u>-</u>	<u>-</u>	<u>166,841</u>	<u>184,327</u>
<b>Monetary Liabilities</b>					
Shepherd Park maintenance	-	-	-	-	496
Use of 8th Hall by Faversham Explorers (Lions)	-	-	1,030	1,030	-
Due for Utilities	2,063	-	-	2,063	-
Capitation due to Groups (2022 discount)	-	-	-	-	118
Wintercamp- Gilwell 2020 repayable to Mrs D Austin	-	-	714	714	714
	<u>2,063</u>	<u>-</u>	<u>1,744</u>	<u>3,807</u>	<u>614</u>
<b>Assets retained for the Charity's own use</b>					
Land and Buildings	104,231	-	-	104,231	104,231
Shepherd Park development	136,695	-	-	136,695	135,789
Badge and scarf Stock	431	-	-	431	419
	<u>241,357</u>	<u>-</u>	<u>-</u>	<u>241,357</u>	<u>240,439</u>

The District Trustee Board approved the above report on 14th June 2023

Signed on behalf of the District Trustee Board


Trevor Martin  
District Chair

Simon Moore  
District Commissioner



NOTES TO THE ACCOUNTS  
YEAR ENDED 31 MARCH 2023

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**1 Accounting Policies****Basis of Accounting**

The Accounts have been prepared on a Receipts and Payments basis in accordance with the requirements of the Charities Act 2011 and the Accounting and Reporting by Charities: Statement of Recommended Practice SORP (effective January 2015).

**2 Funds**

The General Fund - represents the funds of the District that are not subject to any restriction regarding their use and are available for application to the general purpose of the District.

Restricted funds represent monies donated to the District for a specific purpose.

The accounts include monetary transactions, assets and liabilities for which the District Trustee Board can be held responsible.

Subject to the above receipts and Payments include income as received and expenditure when irrevocably paid.

**3 Statement of Assets and Liabilities**

The following assets are recognised in the Statement of Assets and Liabilities:

- Any amount owing to the Charity
- Closing Bank and Cash Balances as shown in the Receipts and Payments Account.

The following Liabilities are recognised in the Statement of Assets and Liabilities:

- Creditors for goods and services where the supply has been received or relates to the period ended 31st March 2023.
- Monies received in advance relating to following year.

**4 Invested Funds**

The investments earn interest and dividends and these are accumulated in the Portfolio. The value of the portfolio also includes a combination of unrealised gains and losses the Trustees have again taken the view that it is not appropriate in 2022/23 to reflect the accumulated income and unrealised loss as a receipt/payment in the receipts and payments account. The £10,000 represents a withdrawal from the investment fund.

Income is accumulated within the fund and the value of the invested funds increases and decreases with Market price fluctuations. The Trustees reflect these changes within the Statement of Assets and Liabilities. At 31st March 2023 the market value of the investments was £158,727.

**5 Land and Buildings**

Faversham District Scout Council owns three freehold properties within the district, all of which are used on a regular basis for scouting activities. Ownership has come about by way of gift or from funds gifted for the purpose. The figure in the accounts is an historic figure and includes monies spent on improvements. It has not changed for a number of years and does not reflect the value of the properties. The Trustee Board has sought without success to obtain a valuation of the properties without incurring valuation fees. Given that there is no plan to dispose of any of the properties or use their value for any other purposes, the Trustees are of the opinion that knowledge of their value would have little more than curiosity value. As such the expenditure of valuable scout funds on such an exercise is not considered to be necessary. Values for insurance purposes are kept under review and cover at the 2022 renewal was set at £1.43M.

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2023

**6 Shepherd Park Development**

The figure comprises the construction costs of the north field toilet block plus architect fees, planning applications and similar costs, and the cost of fundraising.

**7 Restricted Funds**

	Balance 1.04.2022	Income	Expenses	Balance 31.03.2023
	£	£	£	£
Fire pit	-	500	-	500
	-	500	-	500

A grant provided by County for the erecting of a Fire Pit at Shepherd Park

**7 Designated Funds**

	Balance 1.04.2022	Income	Expenses	Transfer	Balance 31.03.2023
	£	£	£	£	£
DofE	200				200
Network	1,000	885	(783)		1,102
Faversham Explorers (Lions)	3,459	975	(400)		4,034
Red Pandas Explorers	1,843	3,545	(1,393)	(837)	3,158
Young Leaders		39			39
	6,302	5,444	(2,576)	(837)	8,533

**8 Trustees expenses**

Trustees were not paid any remuneration or expenses during the year or expenses (2021 Nil)

**9 Contingent Asset**

The Faversham District Scout Council is the beneficiary of a legacy from the estate of the late Alan Swan a long time scout Leader who died on the 20th March 2021. The legacy consists of his entire stamp collection, the collection still has to be valued and as there is considerable uncertainty as to its value, it has not been recognised as a non monetary asset.

**10 Money due from Groups for Utilities at Shepherd Park**

The District Trustees recharge groups a proportion of the utility costs for their use of Shepherd Park. The current formula has been in use now for ten years and a request has been received to renegotiate the current formula as a result of changes of usage pattern. The District trustees are keeping this request under consideration and the figure shown represents the lowest amount recoverable from resident Groups.