

Scouts

Richmond upon Thames

Patron HM King Charles III
Joint Presidents HRH The Duke of Kent; HRH Duchess of Cambridge
Founder Robert Baden-Powell OM
Chief Scout Dwayne Fields

Scout Council District Registration Number: 14119; Registered Charity: 289912

Trustees' Annual Report

and

Financial Statements

for the year ending

31st December 2024

to

Richmond upon Thames District Scout Council

Annual General Meeting

Sunday 14th September 2025 at 2:00pm
1st Whitton HQ., Kerswell Hall, Wills Crescent, Hounslow

Agenda

- 1 .Welcome
2. Apologies for absence
3. Minutes of last year's AGM
4. Reports--District Chairman
--District Treasurer
--District Secretary
5. Approval of District Reports, Annual Report and Financial Statements for year ending 31st.December 2024
6. Report on the constitutional changes
7. Election of District Trustees & Officers
 - Election of District Chairman
 - Election of District Secretary
 - Election of District Treasurer
 - Election of other Trustees
 - Election of Auditor
8. County Lead Volunteer, Greater London South West, Owen Purcell
9. AOB
- 10.Close of meeting



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Scout Council District Registration Number: 14119; Registered Charity: 289912

Annual General Meeting

Sunday 15th September 2024 at 2:00pm

The Hub, Kerswell Hall, Wills Crescent, Hounslow

1. WELCOME:

District Chair, Jill Fielder, welcomed everyone to the meeting.

Jill welcomed Gillian Norton Deputy Lieutenant for Richmond upon Thames; Mayor Richard Pyne; Mayoress Helen Pyne; our County Commissioner, Owen Purcell; President Deborah Miles; Vice Presidents, Penny Bell-Wright and Linda Grantham.

Jill then told meeting that we had lost 2 long standing members this year.

Robin Corti, who had had many roles within the District and County and was the President of Richmond upon Thames District Scouts.

Shirley Sainsbury-Brown, who had been a volunteer and fund raiser, at 1st Hampton Hill, 7th Hampton and been District Badge Secretary for 40 years. They will both be sadly missed.

Jill introduced our new President, Mrs. Deborah Miles

Tony Arbour has resigned his post as Vice President but continues to support the District.

Phil Hunt then gave a presentation about the Transformation and what it means for our volunteers.

2. ATTENDANCE and APOLOGIES

Scout Council Members in attendance – 69

Formal apologies for absence received from: Tony Arbour, Guy Jones, Alex Petty, Karin Noble, Charlie Grantham, Alan Juriansz, Paul Fitchett, Rochelle Westropp, Caron Fretten-Shelley, Chris Sanders, Sara Elvin, Dominic Evans, Phil Beal, Suman Lall, Annabelle Allen, Alan Stacy, Mandy King, David O'Connor, Andrew Bell-Wright, Clive Scoggins.

3. MINUTES OF 2023 ANNUAL GENERAL MEETING

These were included in the Trustees' Annual Report and were agreed and adopted.

4. APPROVAL OF ANNUAL REPORT FOR YEAR ENDING 31st DECEMBER 2023

The District Annual Report had been distributed before the Meeting and had been made available online on the District website. There were no questions arising and the Report was approved.

5. APPROVAL OF FINANCIAL STATEMENTS FOR YEAR ENDING 31st DECEMBER 2023

The Annual Report included the Financial Statements for 2023. The accounts had been signed off by our Auditor without any concerns. There were no questions for the Treasurer.
The District Financial Statements were approved.

6. Constitutional matters

6.1 Constitution

Further to the discussions arising from some questions raised at last year's AGM, the District Board of Trustees recommended that Richmond upon Thames District Scout Council adopts the Model Constitution without modifications or additions as described in the Scout Association's Policy, Organisation and Rules Chapter 5.5 and specifically paragraphs 5.5.2 through to paragraph 5.5.9
This was motion was adopted by the Scout Council by show of hands and with no dissent.

6.2 Quorum for the District Scout Council

The Scout Council is required to approve and record the minimum number of Scout Council Members required to approve important decisions needed by our Charity including the appointment of Trustees. The in view of the size of our District, the Board of Trustees recommends that number (the minimum number to be quorate) to be **21 Members**.
This was motion was adopted by the Scout Council by show of hands.

6.3 Number of Trustees

The Board of Trustees recommended to the Scout Council that the Board should comprise of no less than 6 (six) Trustees and no more than 8 (eight) Trustees including two ex-officio members this year.
This was motion was adopted by the Scout Council by show of hands.

7. ELECTION OF DISTRICT TRUSTEES

The Chairman thanked the departing Trustees for their contributions. Stepping down were: Pam Dixon, Ian Hardy, Nigel Waine, Keith Wincott, Sarah Kershaw, Aaron Gibbons-Mirat, Felix Stapleton, Ellis Madle, Donna Wilson and Roger Stanley (Ossie).

The Board of Trustees proposed that the following applicants should be elected by the Scout Council as Trustees for Richmond upon Thames District for up to 3 years:

- Jill Fielder – Chairman
- Patrick Ducker - District Treasurer
- Gill Annette – Trustee and Deputy District Treasurer
- Tim Grebot - Trustee
- Alan Brewer – Trustee

This was motion was adopted by the Scout Council by show of hands.

It was noted that Phil Hunt, the District Lead Volunteer (*formally known as the District Commissioner*) is a Trustee by virtue of his office (ex-officio), as is one named Youth Lead (*formally known as a District Youth Commissioner*). One of the two current Youth Leads will be appointed post meeting.

The Meeting also noted that Gill Brewer will attend Trustee meetings as an Aide-de-Camp to keep notes and publish minutes as a matter of record as required.

The Meeting also noted that Alan Brewer will represent this District at the GLSW County Board of Trustees,

8. ELECTION OF AUDITOR

Chandrasih Sisodia, a professional accountant, who had examined and approved the accounts for 2023, is prepared to examine our accounts again next year.
His election as Independent Examiner was agreed at the meeting.

9. FROM OUR GUESTS

9.1 Gillian Norton - Deputy Lieutenant of Richmond upon Thames

Gillian thanked the Scout District for inviting her each year. She said that enjoyed hearing how the Scouts in the District are enjoying their experience and thanked all of the volunteers for their devotion to the young people of Richmond upon Thames.

9.2 Councillor Richard Pyne - The Mayor of Richmond upon Thames

Thanked the meeting for his invitation. He was glad to hear of the success of Scouting in Richmond upon Thames and thanked all the volunteers for their hard work. He felt honoured to be the Mayor as the whole Borough had lots of volunteers in all sectors.

9.3 Owen Purcell – County Lead Volunteer, Greater London South West

Owen Purcell started by paying tribute to all the Trustees, in particular the Chair. Richmond upon Thames is the largest District in the County. He highlighted the Leaders' achievements and the impact they had on Young Peoples' lives.

Owen then mentioned the national Transition occurring this year. He stated that job titles do not matter as we still do the same for young people. He finished by thanking, on behalf of young people, all of our volunteers for all they do.

AWARDS

Owen began by saying the first awards he presented were always a pleasure to reward people who had served the Scouts for so long.

- Jill Fielder - 60 years
- Margaret Donaldson - 50 years
- Linda Grantham - Long Service Award 50 years

The following Awards were also presented:

- Robert Hunt, Long Service Award 10 years;
- Martyn Day, Long Service Award 15 years;
- Brian Wood, Long Service Award 20 years;
- David O'Connor Long Service Award 25 years.

Finally, Owen paid tribute to the following volunteers who received the highest award Scouting can offer for especially outstanding and distinguished Good Service:

- Tim Grebot - Silver Wolf
- Ian Hardy - Silver Wolf

Owen congratulated all those receiving Awards.

10. ANY OTHER BUSINESS

Jill thanked 1st Whitton for the use of their hall. She also thanked Tim and his team who were outside providing our refreshments.

There being no further business the meeting closed at 15.45

Annual Report, and Financial Statements

REFERENCE AND ADMINISTRATIVE DETAILS

Governing Document Royal Charter 4th January 1912, as amended 19 July 1991

Objectives 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.

President: Mrs. Deborah Miles

Vice Presidents: Cllr Alan Juriansz
to 15th Sept. 2024 Cllr Tony Arbour, JP MLA
Mrs Penelope Bell-Wright
from 15th Sept. 2024 Ms. Linda Grantham

Trustees

All served from 1st January 2024 to 31st December 2024 unless noted.

Details regarding recruitment/appointment and training of Trustees are shown under Governance & Management.

	Philippe Hunt	District Lead Volunteer
	Barbara Jill Fielder	District Chairman
	Timothy Anthony Grebot	Deputy Lead Volunteer
	Patrick Leopold Ducker	District Treasurer
	Alan Paul Brewer	Representative on GLSW Exec.
	Gillian Annette	Deputy Treasurer
To 15 th Sept. 2024	Pamela Dixon	District Secretary
To 15 th Sept. 2024	Nigel Jeremy Waive	Training Manager
To 15 th Sept. 2024	Ian Robert Hardy	Appointments Secretary
To 15 th Sept. 2024	Keith Meredith Wincott	Growth & Development
To 15 th Sept. 2024	Ellis Madle	District Youth Commissioner
To 15 th Sept. 2024	Felix Stapleton	District Youth Commissioner
To 15 th Sept. 2024	Gillian Margaret Brewer	Nominated by District Commissioner
To 15 th Sept. 2024	Roger Albert "Ossie" Stanley	Special Missions
To 15 th Sept. 2024	Donna Wilson	Risk Assessment Officer
To 15 th Sept. 2024	Aaron Gibbons-Mirat	District Network Commissioner
To 15 th Sept. 2024	Sarah Louise Kershaw	Co-Opted

District Registration Number with the Scout Council: 14119

Charity Registration Number: 289912

Bankers: National Westminster Bank,
CAF Bank Ltd. West Malling, Kent
Scout Association Trust Corporation

Custodian Trustee

Custodian Adviser

None

Website:

www.richmondscouts.org.uk

Principal Address: Mrs B.J. Fielder, Chairman, Richmond upon Thames District Scout Council,
79 Wills Crescent, Hounslow, TW3 2JE

Telephone: 020 8755 0373

Email: chair@richmondscouts.org.uk

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Richmond upon Thames District Scout Council is separate educational charity within the Scouts' federated structure and affiliated to the **County of Greater London South West Scout Council** (GLSW), and to the **Scout Association**. The rules under which the District Council operate are authorised by the Bye-Laws of the Scout Association, known as Policy, Organisation and Rules (POR), which, in turn, are authorised by the Royal Charter.

The District Council acts as an umbrella organisation to the individual Scout Groups operating within its geographical area, who are separate educational charities, and subject to the same rules.

The District Council directly administers the Explorer Scout Units within its area, as well as other District organisations.

All those joining any of the Scout Groups, Units or other organisations which operate within the remit of the District Council become members of the Scout Association.

The District Scout Council is the electoral body of adults which supports Scouting in the district and it is from that body that the District Board of Trustees is nominated/elected/co-opted and to which the District Board of Trustees is accountable.

Governance and Management

The District Lead Volunteer, formerly known as the District Commissioner (DC) is appointed by the County Lead Volunteer, a member of GLSW.

The District Chairman, District Secretary and Treasurer are elected at the Annual General Meeting.

Following discussions and agreement at the 2021 Annual Conference, further members of the District Council can be seconded for their specific role, skills, knowledge or experience.

Under the Scout Association Policy, Organisation and Rules (POR), the DC can nominate further members of the District Board of Trustees, for approval at the Annual General Meeting. The number of Trustees must number between 5 and 9.

Representatives of the leaders of each stage of Scouting are elected by their colleagues, as members of the District Operations Committee.

All members of the District Board of Trustees are subject to Enhanced Clearance by the Disclosure and Barring Service (DBS) (previously the CRB) and are given training appropriate for their post by the District Training Officer or his/her nominee.

The Trustees making up the Richmond upon Thames District Board of Trustees meet at least six times a year, and are responsible for:

1. Ensuring that the charity is carrying out its purposes for the public benefit
2. The maintenance of District Property
3. The raising of funds and administration of District finance
4. The insurance of persons, property and equipment
5. Supporting the development of Scouting on District public occasions
6. Assisting in the recruitment of leaders and other adult support
7. Appointing any sub-committees that may be appropriate
8. Appointing any District Administrators and Advisers other than those who are elected.

Day to day decisions affecting the operation of the affiliated Scout Groups are made by the District Commissioner, after appropriate consultation.

Day to day administration decisions are made by the Chairman, after appropriate consultation.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust. They are also responsible for safeguarding the assets of the District Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are also responsible for the preparation of the Annual Report and Financial Statements in accordance with the Bye-Laws of the Scout Association and the Charity Commissioners.

These require the District Board of Trustees to select and apply suitable accounting policies and then apply them consistently, to make reasonable and prudent judgements, and to prepare financial statements on the "going concern" basis for each financial year in accordance with the Statement of Recommended Practice – *Accounting and Reporting by Charities* (Charities SORP 2005).

Each Scout Group is an educational charity in its own right and must produce Group accounts in line with the reporting procedures. Some Groups are also registered charities, in which case they must produce Group accounts in line with the reporting procedures and provide an annual report to the Charity Commission.

The Financial Statements are subject to Independent Examination by a suitably qualified person.

RISK AND CORPORATE MATTERS

The Trustees take a cautious approach to risk. To that end they have taken steps to identify the major risks to which the District and Groups are exposed and taken necessary steps to mitigate them.

Individual members of the Scout Association are automatically covered by insurance through payment, by the District Council on their behalf, of capitation.

Risk Management Register.

Following the adoption of the Risk Management Register prior to the AGM in 2015, further meetings have been held to determine the appropriate steps that needed to be taken to mitigate the risks concerned. The Register will continue to be reviewed annually. It was last reviewed by the Finance & General Purposes Committee in June 2024 and the updated version agreed by the District Council at their subsequent meeting that month. A summary of the actions that have or are to be taken are shown below:

Risk Management Register as at June 2024

Potential risk	Potential impact	Steps to mitigate risk	Actions
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Highly Damaging Potential Risks (High Likelihood & High Impact)

Trustees' fail to understand and correctly conduct their responsibilities	<ul style="list-style-type: none"> Damage to reputation of Richmond upon Thames Scout Council Loss of charitable status 	<ul style="list-style-type: none"> Provide and maintain training for trustees specific to that role. 	<ul style="list-style-type: none"> Training Manager to maintain training for all members Whistleblowing Policy and County contact published.
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Very Damaging Potential Risks (Moderate Likelihood & High Impact)

Breach of Child Protection Legislation	<ul style="list-style-type: none"> Reputational Damage Legal penalties Action for negligence. 	<ul style="list-style-type: none"> Training Clearance of Volunteers Monitoring of adherence to POR 	<ul style="list-style-type: none"> Status tracked and reviewed regularly as part of District meetings Clearance through Disclosure and Barring Service (DBS) organized by Appointments Secretary DC to instruct GSLs to regularly run a Group Disclosure report on the Compass membership system and to act on the results to ensure that no adult volunteer is without a current DBS clearance. Adherence POR is the responsibility of individuals. Use of POR should be included in training. NB Full generic Job Descriptions, guidance and e-learning modules are available for all posts from http://members.scouts.org.uk/supportresources.
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Damaging Potential Risks (Moderate Likelihood & Moderate Impact)

Loss of key staff resulting in inability to run scouting across the District	<ul style="list-style-type: none"> Experience or skills lost. 	<ul style="list-style-type: none"> Succession planning. 	<ul style="list-style-type: none"> Chairman & DC identify key post holders and risk to District of such loss. Register is held by District Secretary. To be reviewed annually after the AGM Updates voted on at AGM
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Failure to recruit sufficient numbers of adult volunteers to run scouting across the District	<ul style="list-style-type: none"> • Inability to meet demand for scouting. 	<ul style="list-style-type: none"> • Ongoing recruitment campaigns. 	<ul style="list-style-type: none"> • Appointment of ADC for Adult Support.
Delays or failures in Project or service development	<ul style="list-style-type: none"> • Compatibility with objects, plans and priorities. • Funding and financial viability. • Project viability. • Skills availability. 	<ul style="list-style-type: none"> • Project appraisal and costing procedures. • Authorisation procedures. • Monitoring and reporting procedures. 	<ul style="list-style-type: none"> • District Projects to be defined and identified, with named officer responsible. • Authorisation, including financial exposure, thru' District Exec. • Project officer to report to District Exec.
Budgetary control and financial reporting	<ul style="list-style-type: none"> • Budget does not match key objectives and priorities. • Decisions made on inaccurate financial projections or reporting. • Decisions made based on unreliable costing data. • Inability to meet commitments or key objectives. 	<ul style="list-style-type: none"> • Budgets linked to business planning and objectives. • Timely and accurate monitoring and reporting. • Proper costing procedures for product or service delivery. • Adequate skills base to produce and interpret budgetary and financial reporting. • Financial Committee put in place • Treasurer's reports reviewed at every District Executive Meeting 	<ul style="list-style-type: none"> • Lack of routine annual expenditure makes budgeting inappropriate except for specific projects. (see below) • Detailed financial report circulated at each meeting of District Exec. • Requests for payment to fall under "expected expenditure" or to be specifically authorised by Exec. • All expenditure, including claim for expenses, to be properly documented and authorised by two officers of Exec. • Appointment of financial officers capable of responsibility.

Fund raising activities are insufficient to meet needs of the District and have an impact on the ability to run scouting across the District	<ul style="list-style-type: none"> • Insufficient to meet outgoings. • Damage to reputation for inappropriate methods. • Breach of law and regulations. 	<ul style="list-style-type: none"> • Budget for income and expenditure requirements and monitor. • Follow Scout Association guidance. 	<ul style="list-style-type: none"> • Fund raising should be linked to District Projects, be “low key”, and be monitored by Project Officer, appointed by District Executive, to ensure adherence to guidelines etc.
Failure to follow POR of the Scout Association	<ul style="list-style-type: none"> • Invalidation of insurance cover. • Reputational Damage. 	<ul style="list-style-type: none"> • Monitor compliance • Breaches to be reported to DC for urgent action. • Risk and Governance Trustee appointed in 2021 • Status reported at Council meetings 	<ul style="list-style-type: none"> • Adherence to POR is the responsibility of individuals. Use of POR should be included in training. • NB. Full generic Job Descriptions, guidance and e-learning modules are available for all posts from http://members.scouts.org.uk/supportresources • NB. District specific variations and additions to be agreed by District Executive.
Delays or failures in Project or service development	<ul style="list-style-type: none"> • Compatibility with objects, plans and priorities. • Funding and financial viability. • Project viability. • Skills availability. 	<ul style="list-style-type: none"> • Project appraisal and costing procedures. • Authorisation procedures. • Monitoring and reporting procedures. 	<ul style="list-style-type: none"> • District Projects to be defined and identified, with named officer responsible. • Authorisation, including financial exposure, through District Exec. • Project officer to report to District Exec.
Impact of Covid on District	<ul style="list-style-type: none"> • Inability to maintain scouting in District due to Covid outbreaks amongst leaders or young people 	<ul style="list-style-type: none"> • All Government guidelines adhered to and communicated through UK Scouts association 	<ul style="list-style-type: none"> • Continue to train GSL's and leaders on Risk assessments

District Scout Shop (Operation)	<ul style="list-style-type: none"> • Purchases not paid for • Loss of cash or cheques at Shop due to fraud, theft or mistakes • Inability to account for imbalance in Petty Cash/ cash held • Loss of stock (fire, water damage, theft) • Stock loss in excess of that insurance • Out of date specialty stock resulting in unsaleable stock • Normal stock redundant due to design changes resulting in unsaleable stock • Inability to operate shop due to staff shortages or sickness 	<ul style="list-style-type: none"> • Payment processed prior to delivery • Electronic payment accepted as priority • Minimise cash held by using Card for small payments • Maintain insurance cover • Monitor stock level & cover • Monitor demand and likely end date for special items • Monitor design dates, stock levels and possible changes • Maintain list of possible volunteers and ensure they are trained. 	
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INVESTMENT POLICY

The Trustees cautious approach to risk extends to its investments, and its reserves are only placed with highly secure, low risk funds. Day-to-day funds are kept with banks which are authorised by the Prudential Regulation Authority and in which eligible balances are protected up to a total of £85,000 by the Financial Services Compensation Scheme. Cash is held for the shortest possible time before being paid into a bank.

Surplus funds are deposited in interest bearing accounts with authorised Building Societies.

By investing funds through the COIF Charities Deposit Fund, the Trustees seek to benefit from their published social, ethical and environmental investment policies.

RESERVES POLICY

It is the intention of the District Council to hold sufficient reserves in cash and short-term investments to:

- Meet possible short term liabilities.
- Cover any adverse phasing of income and expenditure for approved major events.
- Provide six months operating costs of the District Council and its officers.
- Ensure that the Council Training Objectives are met.
- Be able to provide “start up” or support funding for any new Scout Group or Section which meets key objectives.
- Ensure buildings, which are the responsibility of the District Council, are maintained.
- Enable short term finance is available to Scout Groups who experience a critical problem with accommodation due to the age of their building or with the tenancy of the property.
- Be able to provide initial or support funding for any specific activity which meets the District Council’s Objectives, and which may not be able to achieve short term self-financing.

OBJECTIVES, ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

District Development and Growth Plans

As announced at the 2024 District Conference, District Development has focused on 3 key areas this year:

- Organisational restructure of adult volunteering teams
- Mandatory training and compliance of adult volunteers
- Continuous improvement of direct and indirect services for our youth members

The transformation in the way that adults volunteer in the Scouts is still in progress.

To support the new team structures (which included new role titles) and a completely revised learning programme for all adults, The Scout Association launched a whole new digital membership system which, it was hoped, would simplify the career path of every individual adult volunteer by providing a single digital portal where volunteers could manage their own learning programmes, permits, approvals, enquiries, role applications as well as access to a powerful data search facility.

Whilst some of its objectives were met (the learning portal works well for individuals), the digital system launched in December 2024 was – and still is – substantially flawed in its design and functionality and has had a significant negative impact on volunteer line managers and team leaders whose workload has increased considerably as a result. The Scout Association continues to work on system improvements over the next year or two.

Consequently, parts of the transformation programme has led to the loss of a number of adult volunteers – some because of the new and necessary hard stance regarding safety and other training compliance and others because of the additional workload the digital system has introduced. The Scout Association has apologised for the latter.

On a positive note, the changes will definitely result in a stronger and better trained team of volunteers that our youth membership and their parents can trust and rely on.

These administrative changes have had little direct impact on youth members – Scouting in this District remains very popular and membership continues to grow.

Indeed the uptake of Duke of Edinburgh Awards so far this year has reached record levels and the District Team continues to provide and improve a plethora of District organised events and activities including camps, outings, excursions, hikes, competitions, parties, badge days and outdoor skills sessions which are the envy of many other Districts.

The purpose of The Board of Trustees

The Board is responsible for finances, governance & compliance and to uphold our charity's objectives. The Board also supports the District Lead Volunteer (formally the District Commissioner) and his team to fulfill their responsibilities and objectives.

In order to ensure year on year improvement in priority areas, the District Board of Trustees sets objectives, goals and targets and measures performance.

Consequently, all members of the District Team are appointed to monitor and report on certain aspects of governance and compliance directly to the Board as follows:

- **Finance** (Treasurer* supported by Finance Committee)
- **Legal** (District Team)
- **Adult Training:** (District Training Manager)
- **People** ('Head of People' aka Appointments Committee Secretary)
- **Growth & Development** (Lead Volunteer for Growth & Development)
- **Risk Management** (Head of Risk)
- **Data Analysis**
- **County Executive Liaison**
- **Adult Awards**

***District Treasurer and Deputy are also Board Trustees**

Mandatory training has achieved 100% compliance on numerous occasions, issues arising from incomplete or late DBS disclosures are now minimal, there is good evidence that our risks are being well managed and the continued focus on Development ensures sustained growth. These and other performance indicators will be presented at the annual Conference in September 2024.

Census returns:

The continued effort by all of our volunteers across the District has meant that youth membership is still increasing year on year and maintains an all-time record high.

As at January	2025	2024	2024	2024	2021	2020	2019	2018	2017
Youth members	2,468	2,305	2,270	2,218	1,937	2,209	2,197	2,081	2,056

The numbers of volunteers, spilt here by the Programme Delivery teams (e.g. uniformed Leaders) and Support team personnel maintains a good pattern of growth

As at January	2025	2024	2023	2022	2021	2020	2019	2018	2017
Programme delivery	589	465	442	404	365	366	335	349	368
Support personnel	251	261	215	236	221	243	227	161	174

FINANCIAL REVIEW

Under Scouting's Policy Organisation and Rules (POR), revised in May 2021, the District Council is directly responsible for the activities of any District Activities that it authorises, including the District Scout (Uniform & Badge) Shop, together with all Explorer Units, the District Network and District Fellowship. The financial records for all these have therefore been consolidated with those of the District Council in the preparation of this report.

Although, under POR, Explorer Units are responsible for deciding their own financial activities, many have an arrangement, formal or informal, with a Scout Group to have use of the latter's premises at a cost and for the Scout Group to handle the banking and record keeping.

At their meeting on November 15th 2012 the Trustees and Executive Committee of the Richmond District Scout Council, agreed to merge the Charity "*6th Richmond (Lady Archers Own) Scout Group*" with the Charity "*Richmond upon Thames District Scout Council*". with effect from 1st April 2012. This merger was subsequently approved by the Charity Commission. The accounts have been consolidated with those of the District Council.

As the balances at the Bank exceeded the £85k limit for protection under the Financial Services Compensation Scheme, the Executive Committee agreed to transfer £85k into a Business Instant Saver Account at the Nationwide Building Society. Subsequently a Corporate Bond was purchased from the Saffron Building Society for £85k

The District Executive agreed to support the construction of a new Scout Hut (Phoenix II) at Petersham and Ham by a grant of £25k and a loan of £50k, repayable over 10 years at nominal interest. The loan was transferred on 27th August 2020. Petersham & Ham SG completed repayment on 18th May 2024.

A request for help with major roof repairs to their Hut was received from 3rd Whitton, and an grant of £3k. and an interest-free loan of £7k over 10 years was agreed. The funds were transferred on 12th September 2019. A further loan of £480 was agreed to enable the creation of a new website. Subsequently it was agreed to write off £3k of the loan, in recognition of the extra costs incurred by 3rd Whitton by the establishment of 3rd Heathfield in the same accommodation.

At their meeting on 30th June 2020, the District Executive Council accepted the proposal, put forward by the District Commissioner, to establish a Uniform Shop with its own Bank Account based at the District Headquarters. During 2024 the Badge Shop was combined with the Uniform Shop. Sales were made by mail order, using the District Website. A physical shop was opened to allow purchasers to view, buy and collect items. It is intended to operate these arrangements on two occasions a week.

The surplus from both Shops would be transferred to General Funds.

The District Board of Trustees are planning to organize a District International Camp in Poland at the same time, and within easy travelling distance of the 26th World Scout Jamboree 2027. to be held near Gdańsk in the Pomorskie region, from 30 July to 8 August 2027.

In the Summer of 2025, the District Leadership organised and backed financially, a major camp at PACCAR Chalfont St Peter, open to all members of the District, the duration of their visits dependent on the age of the attendees. The theme was "Happy Birthday". Around 350 Scouts from Richmond attended the Camp.

In common with other parts of the Scout Association, the District Council depends on a significant number of adults giving freely of their time and expertise. The total amount of time given in 2024, similar to that in earlier years, is estimated as

Management & Leadership of District Council	Support of the operation of District Council	Management & Leadership of Explorer Units	Regular Activities of Explorer Units	Overnight Camps & Activities of Explorer Units
4,200 Hours	5,300 Hours	450 Hours	1,400 Hours	260 Days

Independent examiner's Report to the Trustees of Richmond upon Thames District Scout Council

I report on the accounts of the Trust for the year ended 31st December 2024, which are set out on pages 18 to 25.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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



Chandrasih Sisodia FCCA

RICHMOND UPON THAMES DISTRICT SCOUT COUNCIL

Statement of Financial Activities for the year ended

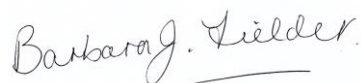
	31st December 2024			31st December 2023			31st December 2022		
	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds
Movements in Cash & Bank									
Total Incoming Resources	208,499	180,574	27,925	306,786	165,917	140,869	243,461	159,038	84,423
Total Outgoing Resources expended in furtherance of charitable activities	197,876	157,083	40,793	293,196	155,358	137,837	160,422	123,733	36,689
Net Incoming (Outgoing) Resources	10,623	23,491	(12,868)	13,590	10,559	3,031	83,039	35,305	47,734
Non Cash Activities									
Gains (losses) on Investment Assets	3,500	3,500		13,041	13,041		(20,405)	(20,405)	
Increase/(Decrease) in Long Term Debtors	(2,550)		(2,550)	480		480	(48,750)		(48,750)
Addition to Investment Assets (at cost)									
Addition to Fixed Assets	-	-		-			-		
Depreciation of Fixed Assets	-	-		(6,349)	(6,349)		(6,351)	(6,351)	
Change in value of Stock in Hand (Badges)	-	-		(1,502)	(1,502)		(4,227)	(4,227)	
Change in value of Stock in Hand (Uniforms)	678	678		6,962	6,962		2,399	2,399	
Net Movement in Funds	12,251	27,669	(15,418)	26,222	22,711	3,511	5,706	6,722	(1,016)
Funds Brought Forward	630,369	604,484	25,885	604,146	581,772	22,374	597,989	574,599	23,390
Funds Carried Forward	642,620	632,153	10,467	630,369	604,484	25,885	603,695	581,321	22,374

RICHMOND UPON THAMES DISTRICT SCOUT COUNCIL

BALANCE SHEET

Fixed Assets	As at 31/12/24		As at 31/12/23		As at 31/12/22	
	£	£	£	£	£	£
Tangible Assets						
District HQ @ Kerswell Hall b/f		0		6,349		12,699
Depreciation (straight line) over 10 Years				(6,349)		(6,351)
Total Tangible Assets						6,349
Investments (COIF Charities Investment Fund)	No of Units					
Richmond District Scout Council	6,210.86	126,039		123,255		112,882
6th Richmond Scouting Centre	1,597.46	32,418		31,702		29,034
Total Fixed Assets		158,457		154,957		141,915
Current Assets						
Badge Stock						1,502
Uniform Stock in Hand		19,086		18,408		11,446
Scout Association Short term Investment (CLOSED)				-		6,630
6th Richmond Scouting Centre - Deposit Fund		26,379		26,379		26,379
Cash at bank and in hand						
District Council - Natwest Current Account	110,500		62,435		67,211	
District Council - Natwest Reserve Account	10,494		10,398		10,243	
District Council - CAF Current Account	38,218		43,136		76,405	
District Council - Nationwide Business Instant Savers	88,538		86,639		85,236	
District Council - Saffron Building Society Corporate Bond	85,245		85,000			
District Council - Shop CAF & PayPalAccount	10,200		5,099		1,529	
6th Richmond Scouting Centre - Current Account	27,618		68,313		94,966	
Explorers & Explorer Units	55,323		48,897		47,641	
Other Scout Units	8,147		17,252		21,786	
Total for Cash at bank & in hand		434,283		427,170		405,017
Accrued Income						
Current Debtors (Scout Groups)		4,930		7,480		7,000
Total Current Assets		484,678		479,437		457,974
less						
Total Current Liabilities		515		(4,025)		2,093
Net Current Assets		484,163		475,412		455,881
Net Assets		642,620		630,369		604,146
Represented by						
General Fund						
Total B/f		514,839		492,127		485,405
6th Richmond Scouting Centre - Unrestricted Funds		89,645		89,645		89,645
Surplus/(Deficit) on Year		27,669	632,153	22,712	604,484	6,722
Restricted Funds		10,467				
		642,620		630,369		604,146

Signed



Barbara Jill Fielder, Chairman.
17th June 2025



Patrick Leopold Ducker, Treasurer:
17th June 2025

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RICHMOND upon THAMES DISTRICT SCOUT COUNCIL

Notes to the accounts

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity Law and Scout Association Regulations require the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the District Council and of its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Scout District will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the District Council and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the District Council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

1. Basis of Preparation

1.1 Basis of accounting

The financial statements have been prepared in accordance with applicable Accounting Standards including the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', with the Charities Act 1993 and under the historical cost accounting rules (except that investments are shown at market value)

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year

2. Accounting policies

These accounting policies have been applied by the charity

2.1 Income

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fund raising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA when they have been received from HMRC

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts if their value is in excess of £500 and only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

The value of the portacabins, donated by the Borough and used as a basis for the new HQ has not been included as their value, as received, is impossible to determine

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material (above £500). The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when received

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.2 Expenditure And Liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Depreciation

Depreciation is calculated to write off the cost of all tangible fixed assets, in equal annual instalments over their useful lives, normally estimated at 3 years, from the time when the asset was first brought into use. Because the new HQ is likely to be used for a period longer than other, smaller, items, the cost will be depreciated over a period of ten years.

Governance costs

Include costs of the preparation and/or examination of statutory accounts and cost of any legal advice to trustees on governance or constitutional matters.

2.3 Assets

Tangible fixed assets for use by charity

Tangible Fixed Assets refers to the new HQ at Kerswell Hall, tentage, cooking facilities for camping, IT equipment and associated items.

These are capitalised if they can be used for more than one year, and cost at least £500. Assets are capitalised where the cost of purchase exceeds £2,000. They are valued at cost or value to the charity on receipt.

Investments Capital

The charity presently holds investments only as Income Units in COIF Charity Funds, managed by CCLA. These are valued daily by CCLA, and their value at the date of the Balance Sheet taken from published sources

As at 31st December 2024 the amounts involved were
In the name of Richmond District Scout Council

in the name of 6th Richmond (Lady Archers Own) Scout Group

No. of Units Held	Value per Unit p
6,210.86	2029.33
1,597.46	2029.33

Funds

Unrestricted Funds

The Net Assets of charity are represented by the following funds:

These may be used for any purpose in connection with the Charities' stated aims and objectives.

Restricted Funds

Funds raised, or donated for a specified purpose may only be used in furtherance of that objective unless the donors' permission or the approval of the Charity Commissioners has been obtained.

Badges Stock and Uniform Stock

These are valued at the lower of cost or market value.

3. Details of certain items of expenditure

3.1 Trustee expenses

Details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees.

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

2024	2023
1	1
Travel costs, telephone, uniform & badges	Travel costs, telephone, uniform & badges
£108	£383

The variation in the amount of expenses paid to Trustees stems from the irregularity and dates at which reimbursement is claimed.

3.2 Fees for examination or audit of the accounts

As in previous years, the Independent Examiner makes no charge for the examination of the accounts.

Independent Examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

2024 £	2023 £
NONE	NONE
NONE	NONE

4. Debtors and Creditors

There were no material debtors or creditors as at the date of the Balance Sheet with the exception of two Scout Groups in the District to whom the Executive Committee agreed loans to enable them to secure their buildings.

5. Prepayments & Accruals

In accordance with the applicable Accounting Standards, the Accounts are prepared on an Accruals basis. Where they were material (more than £500) accrued expenditure or income as at the date of the Balance Sheet these have been included.

6. Employers Remuneration and Consequent Liabilities

The District Council does not have any paid employees. Therefore it has no liability in respect of salaries, redundancy payments, Income Tax, National Insurance or Pension payments.

7. Transaction with Related Parties

The District Council receives funds from Scout Groups within the area that it administers in respect of Subscriptions, sale of Badges, Uniforms and similar items and the provision of facilities.

The District Council pays funds to the Scout Association, Greater London South West and other Scout Councils and Groups in respect of Capitation, purchase of badges and similar items and payment for facilities.

A loan and grant was made to a Scout Group within the District to assist in the cost of construction of a new HQ.

There were no material transactions with other related parties during 2024

8. Grants & Donations

The District Council does not make grants to organisations other than to Scout Groups within the district.

9. Richmond District Scout Shop

The District Scout Shop has sourced and supplied Scout Badges, bespoke badges and elements of Scout Uniforms to Scouts, Groups and Explorer Units within the Richmond District, and, occasionally, to those in other Districts. The surplus generated is transferred to the funds of the District Council.

10. Fixed Assets

Tangible assets

Cost (New HQ)

As at 1st January 2013

Additions 2014

As at 31st December 2014

Depreciation

As at 1st January 2024

Charge for year

As at 31st December 2024

Net book value

1st January 2024

31st December 2024

Buildings	Equipment	Total
£	£	£
37,997		37,997
25,508		25,508
63,505		63,505
63,505		63,505
0		0
0		0
0		0

11. Investments

COIF Charity Funds

in the name of

Opening Value at 1 January 2024

Change in value (reduction)

Valuation Balance at 31st December 2024

Richmond District Scout Council	6 th Richmond (Lady Archers Own) Scout Group	Total
£	£	£
123,255	31,702	154,957
2,784	716	3,500
126,039	32,418	158,457

12. Funds Held

Fund Name	Restricted/ Unrestricted	Purpose and Restrictions
Major District Event (Happy Birthday Camp)	Restricted	To pay towards major events and/or District camps in future years
International Fund	Restricted	To support financially visits by Scouts from within the District to Jamborees and similar events connected with International Scouting held outside the UK. Additional funds are agreed by the District Council.
Jamboree: USA 2020	Closed	To collect funds to pay for the costs of members of the District visiting International Jamborees. Incoming funds are raised or donated by the participants ..
Jamboree: Korea 2024	Closed	
International Camp:	Restricted	As part of the Council's policy to support visits to International Scouting Events and Camps, to collect funds to pay for the costs of members of the District to visit camps in other countries.
Vic Dominy Fund	Restricted	Fund started by and maintained in memory of Vic Dominy to enable District to financially support attendance at Camp of Scouts who might otherwise be unable to fund the costs. Expenditure is authorized by the Chairman, who reports, without details, to the District Council. The Fund is "topped up" with the agreement of the members at the AGM.
Gift Aid Reclaimed	Restricted	Gift Aid reclaimed on behalf of specific Scout Groups within the District and passed onto them.
Loans	Restricted	Loans made to Scout Groups in Richmond District
Fund Raising	Restricted	For donation to charity specified at the time.
Suspense Account	Restricted	Funds credited in error or awaiting disposition

13. Movement of Major Funds

Fund Name	Balance brought forward	Incoming funds during year	Outgoing resources during year	Fund balances carried forward
	£	£	£	£
Major District Events: PACCR Camp	5,000		8,280	(3,280)
International Fund	7,156	2,289	2,750	6,695
Jamboree 2027	1,305			1,305
International District Camp (Polish Camp 2027)	-		5,916.23	(5,916)
Vic Dominy Fund	3,500	2,410	2,410	3,500
Gift Aid Reclaimed	-	4,756.50	4,756.50	-
Fund Raising	428			428
Crane Community Centre	-		600	(600)
Suspense Account	5,708			5,708
Borough Camp 2024	(2,500)	14,110	15,630	(4,020)
Air Rifle Association	5,326			5,326
Network	(38)			(38)
Scouters (Scout Leaders)	-	1,360		1,360
Total	25,885	24,925	40,343	10,467

Loans to Scout Groups	(7,480)	3,000	450	(4,930)
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