

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	0
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Section A Reference and administration details

Charity name

Biggleswade District Scout Council

Other names the charity is known by

Biggleswade District Scouts

Registered charity number (if any)

3	0	0	4	5	8
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HQ registration number

1	0	0	0	1	3	7	6
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Charity's principal address

20 Soundy Paddock

Biggleswade

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Robert Matthew Pullinger	District Commissioner	
2	Margaret Anne Porter	District Treasurer	
3	Neil John Ludlow	Trustee	
4	Tracey Murrell	Trustee	
5	John Hilditch	Trustee	Until: 21/10/2020
6	Heather Hilditch	Trustee	Until: 21/10/2020
7	David Bridges	Trustee	
8	Philip Norman Wood	Trustee	
9	Keith Bennett	Trustee	
10	Mark Edmund Harris	Trustee	
11	Christopher Stuart Panton	Trustee	
12	Christopher Joseph Dodds	Trustee	From: 21/10/2020
13	Jane Inez Thompson	Trustee	From: 21/10/2020
14	Paul Bellamy	Trustee	From: 21/10/2020

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

The District's governing documents are those of the The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

How the charity is constituted

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

Policies and procedures adopted for:
a) the induction and training of trustees;
b) trustee' consideration of major risks and the systems and procedures to manage them

The District is managed by the Group Executive Committee, the members of which are the 'Charity Trustees' of the Scout District which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This Group Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointments and is responsible for:

The maintenance of District property;

The raising of funds and the administration of District finance;

The insurance of persons, property and equipment;

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.

Section B	Structure, governance and management (continued)
	<p>Risk and Internal Control</p> <p>The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policies to ensure that insurable risks are covered.</p>
Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p>The Purpose of Scouting</p> <p>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p>The Values of Scouting</p> <p>As Scouts we are guided by these values:</p> <p>Integrity - We act with integrity; we are honest, trustworthy and loyal.</p> <p>Respect - We have self-respect and respect for others.</p> <p>Care - We support others and take care of the world in which we live.</p> <p>Belief - We explore our faiths, beliefs and attitudes.</p> <p>Co-operation - We make a positive difference; we co-operate with others and make friends.</p> <p>The Scout Method</p> <p>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:</p> <ul style="list-style-type: none"> - 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
<p>Summary of the main activities in relation to these objects</p>	<p>Many of the regular events organised by the District were not possible this year due to the Covid restrictions. However, we adapted and provided a number of online events which were well supported by members of Scouting across the District, and further afield.</p> <p>The District operates a Campsite, Boyd Scout Campsite & Activity Centre, which provides an excellent facility for members of Scouting in Biggleswade, and further afield, as well as other organisations. The District continues to invest in the development of the site. In addition, the District operates a Scout Shop and Badge Shop to serve the needs of its Members. Unfortunately, income from these sources was significantly reduced this year due to the pandemic, however this was largely mitigated by government Covid-related grant funding.</p>

Additional details of the objectives and activities (optional information but encouraged as best practice)

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

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

Over 450 adult Members of Scouting within the District, enabled the District to deliver Scouting to 1200 Young People in the 15 Scout Groups, 9 Explorer Units and the Scout Network Unit.

Public benefit statement

The Group meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Despite a challenging year due to the Covid pandemic, Scouting has continued across the District. Most groups continued to engage with young people through online meetings or The District had a very successful year via their remote means. The District itself ran a number of online events to support the programme for the Groups in the District and these were well supported.

Unfortunately, as a result of the pandemic, we lost a number of members, resulting in total membership reduction of 21% in Young People and 18% in volunteers. Young people have continued to earn their top awards across all of the Sections:

- 63 Chief Scouts Bronze
- 51 Chief Scouts Silver
- 12 Chief Scouts Gold
- 1 Platinum
- 2 Diamond
- 1 Queen's Scout Award

In 2020 we welcomed some new volunteers into District roles, including Sarah Colley as Appointments Committee Chair and Phil Wood as Appointments Committee Secretary as well as a number of volunteers who have joined that committee. Chris Dodds took up the District Explorer Scout Commissioner position. Heather Hilditch and Keith Bennett stood down from their appointments committee roles and Bill Mapletoft stood down as ADC (Cub Scouts) and Dave Bridges Clive & Pauline Lenton and Gerry Pope stood down as District Cub Leaders. Thank you to all of them for their service over many years. The Badge Shop and Scout Shop continued to operate remotely throughout the year, but with much reduced sales as a result of the pandemic.

The Boyd Campsite & Activity Centre has been closed for much of the year. The loss of income has been largely mitigated through receipt of grants from Central Bedfordshire Council for Covid-relief.

Section E	Financial Review
Brief statement of the charity's policy on reserves	<p>Reserves Policy</p> <p>The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The District Executive Committee considers that the District should hold a sum equivalent to 6 months running costs in a normal operating year, circa £40,000.</p> <p>The District held reserves of approximately £61,000 against this at year end. This is above the level required for operating expenses. However this can be explained by funds held for further investments in development of the District Campsite.</p>
Quantify and explain any designations	

Section F	Other Optional Information
Plans for future periods (details of any significant activities planned to achieve them)	<p>None</p>

Section G	Declaration
The trustees declare that they have approved the trustees' report above	
Signed on behalf of the charity's trustees	
Signature(s)	<input type="text"/>
Full name(s)	<input type="text"/>
Position (eg Secretary, Chair)	<input type="text"/>
Date	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Biggleswade District Scout Council				
Receipts and Payments Account				
		Year start date		Year end date
	For the year from	01/01/2020	To	31/12/2020
Receipts and payments				
		2020		2019
		Unrestricted funds		Unrestricted funds
		£		£
Receipts				
Donations, legacies and similar income				
Membership subscriptions		62,167		56,652
Less: Membership subscriptions paid on (National/County/Area/District)		53,086		48,473
Net membership subscriptions retained		9,081		8,179
Donations		1,000		1,057
Legacies		-		-
Gift Aid		-		-
Other similar income		814		-
Sub total		10,895		9,236
Grants				
Maintenance grant		-		-
Other grants		10,000		-
Sub total		10,000		-
Fundraising (gross)				
Boyd Memorial Campsite		5,154		30,726
District Events		6,600		7,069
Scout Shop		2,045		10,827
Sale of Badges		3,657		9,503
Sub total		17,456		58,125
Investment income				
Bank interest		11		12
Building Society interest		-		-
The Scout Association Short Term Investment Service		-		-
Property Rent income		-		-
Other investment income		394		-
Sub total		405		12
Total Gross Income		38,756		67,373
Asset and investment sales, etc.		-		-
Total receipts		38,756		67,373

Biggleswade District Scout Council				
Receipts and Payments Account				
		Year start date		Year end date
	For the year from	01/01/2020	To	31/12/2020
Receipts and payments				
		2020		2019
		Unrestricted funds		Unrestricted funds
		£		£
Payments				
Charitable Payments				
Youth programme and activities		-		-
Adult support and training		-		-
Rent		-		-
Water and Sewerage		-		-
Electricity and Gas		-		-
Insurance		-		-
Repairs and Renewals		-		-
Materials and equipment		-		-
Printing and photocopying		-		-
Contribution to camp costs		-		-
Uniforms and Badges		4,922		17,965
Leaders Training				61
Sundries		111		50
Equipment				27,203
New Group Start Up Grants		-		-
Sub total		5,033		45,279
Fundraising expenses				
Boys Campsite Costs		18,327		34,105
District Events		8,676		6,319
Detail 3		-		-
Other fundraising costs		-		-
Sub total		27,003		40,424
Total Gross Expenditure		32,036		85,703
Asset and investment purchases, etc.		-		-
Total payments		32,036		85,703
Net of receipts/(payments)		6,720	-	18,330
Cash funds last year end		-		-
Cash funds this year end		6,720	-	18,330

Statement of assets and liabilities at the end of the year

		2020		2019
		Unrestricted funds		Unrestricted funds
		£		£
Cash funds				
Bank current account		61,283		40,991
Bank deposit account		-		13,617
Building society account		-		-
The Scout Association Short Term Investment Service		-		-
Cash/Floats		70		65
Total cash funds		61,353		54,673
Other monetary assets				
Tax claim		-		-
Debts due from the County/Area/District/Group		-		-
Adjustments to opening balance		-		-
Sub total		-		-
Investment assets				
Investment property - detail		-		-
Quoted investments		-		-
Other investments - detail		-		-
Sub total		-		-
Non monetary assets for charity's own use				
Badge stock		5,967		5,797
Shop stock		10,892		10,180
Other stock				-
Land and buildings		-		-
Motor vehicles		-		-
Scouting equipment, furniture etc		-		-
Other		-		-
Sub total		16,859		15,977
Liabilities				
Accounts not yet paid		2,495		2,494
Expenses incurred but not invoiced		-		-
Subscriptions not yet paid		-		-
Loan - detail		-		-
Other liabilities		-		-
Sub total		2,495		2,494
Contingent liabilities and future obligations				
The above receipts and payments account and statement of assets and liabilities were approved by the Trustees and signed on their behalf by				
Signature		Print Name		
				Chair
				Treasurer