

New Forest (West) District Scout Council Trustees' Annual Report

1 April 2021 to 31 March 2022

Section A Reference and administration details

Charity name: New Forest (West) District Scout Council

Other names the charity is known by: New Forest District Scout Council

Registered charity number: 302319

Charity's principal address: 12 Antells Way, Alderholt, FORDINGBRIDGE, Hampshire

Postcode: SP6 3AW

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 | Colin Andrews | | resigned Oct 2021 |
| 2 | Timothy Ash | | resigned March 2022 |
| 3 | Susan Brinkman | | resigned Oct 2021 |
| 4 | Brian Calver | | resigned Oct 2021 |
| 5 | Nicola Savage | Treasurer | resigned Oct 2021 |
| 6 | Donna Kerrigan | Chair | |
| 7 | Roger Newland | | |
| 8 | Antony Parker | | |
| 9 | Ryan Parry | | |
| 10 | Sian Winter | Treasurer | appointed Oct 2021 |
| 11 | Sara Le Bas | Secretary | appointed Oct 2021 |
| 12 | Andrew Chatwin | | appointed Oct 2021 |
| 13 | Steven Osborn | | appointed Oct 2021 |
| 14 | Joy Sellwood | | appointed Oct 2021 |
| 15 | Julie Mair | | appointed Oct 2021 |
| 16 | Sara Marie Andrews | | appointed Oct 2021 |
| 17 | Kevin Harmer | | appointed Oct 2021 |
| 18 | Ian Sims | | appointed Oct 2021 |
| 19 | Lynn Tatavossian | | appointed Oct 2021 |

Names and addresses of advisers (optional information but encouraged as best practice) (These will be published in the annual report of the charity)

| Type of advisor | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

The District Scout Council's governing documents are those of The Scout Association (charity 306101). 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 is the charity constituted

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

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association. The District Scout Council is a trust established under its rules which are common to all Scouts.

Additional governance information

The District Scout Council is managed by the 'Charity Trustees' and 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.

The Council consists of 3 independent representatives (Chair, Treasurer and Secretary) together with the District Commissioner team and other trustees within various branches of the District's activities. The Council meets every at least every 3 months.

Members of the Council complete all of the compulsory training within the first 5 months of joining. This Council exists to support the District's Scout Groups in meeting the responsibilities of the appointments, training and governance. It is responsible for:

- The maintenance of District property;
- The raising of funds and the administration of District finance;
- The appropriate insurance of persons, property and equipment;
- District public occasions and licencing;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

Risk and Internal Control

The Council has identified the major risks to which they believe they are exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

- Damage to the building, property and equipment.
The Council has sufficient buildings and contents insurance in place to mitigate against permanent loss.
- Injury to leaders, helpers, supporters and members.
The Council through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.
- Reduced income from fund raising.

The District is primarily reliant upon income from subscriptions and events. The Council holds reserves to ensure the continuity of activities should there be a major reduction in income in the short term. The Council could raise the value of subscriptions or reduce the range of activities and they support to maintain their funding envelope either on a temporary or permanent basis, depending on the reason for the reduction in funding.

- Reduction or loss of leaders.

The Council is totally reliant upon volunteers to run and administer their activities. If there was a reduction in the number of leaders to an unacceptable level in a particular area then there would have to be a contraction, consolidation or closure of that area.

- Reduction or loss of members.

The Council supports the District groups to provide activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section, or the group as whole, then there would have to be a contraction, consolidation or potentially closure in that area.

- Risk and Internal Control.

The group 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.

Section C Objectives and activities

Public benefit statement

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

Summary of the objects of the charity set out in its governing document

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.

Summary of the main activities in relation to these objects

Provision of Harry's Island Scout Camp to support young people to take part in outdoor activities and learn by doing, taking responsibility and making choices to develop their skills in a safe environment. When Harry's Island achieves a surplus the funds can be used to provide additional opportunities and support for both our own (Scout) young people and other groups of young people who use the site through a scheme of developments. Surplus funds are also used to provide additional District activities such as grants for projects, Chief Scout Award celebrations, Eagle Trophy challenge, etc.

Providing training and support for adult volunteers who support the Group and Section Scout activities within the District, including recruitment and appointments.

Facilitating a range of opportunities for young people across the District to access activities and opportunities that might not be available within their Group or Section.

Managing the Council's assets to ensure financial sustainability in the short and long term for the District.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

Section E Financial Review

Quantify and explain any designations

Any property holdings and changes in holdings

Sale of Stride's Lane property in Ringwood for £50,000.

Reserves Policy

Brief statement of the charity's policy on reserves

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short.

The Group Executive Committee considers that the group should hold a sum equivalent to 12 months running costs, circa £16,000 for Harry's Island plus £8,000k for the basic running costs of the District – total £24,000.

Investment Policy

The Group's Income and Expenditure is usually earmarked for specific purposes and as a consequence the District does not have sufficient funds to invest in higher risk longer-term investments such as stocks and shares. The Group has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

The Group Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the Group Executive considers the cash flow requirements

Section F Other Optional Information

Plans for future periods (details of any significant activities planned to achieve them):

From 1 April 2022 the New Forest (West) and New Forest North District Scout Councils will merge to become the New Forest District Scout Council, with the charity registration from New Forest (West) covering the merged District (New Forest North do not have a charity registration).


Section G Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees



DE Kerrigan
Chair



S Winter
Treasurer

12/07/2022

RECEIPTS AND PAYMENTS ACCOUNT 2021-22

all funds are unrestricted

| | Total Funds this year £ | last year £ |
|--------------------------------|-------------------------------|-----------------|
| Receipts | | |
| Harry's Island | 55,332 | 11,294 |
| Badge Secretary | 921 | 402 |
| Scout Shop | 0 | 1,067 |
| SAS | 0 | 0 |
| Explorers | 565 | 320 |
| District | 22,429 | 17,762 |
| Bank Interest Received | 1 | 10 |
| Total Receipts | 79,247 | 30,855 |
| Payments | | |
| Harry's Island | (3,104) | (6,922) |
| Badge Secretary | (773) | (401) |
| Scout Shop | 0 | (211) |
| SAS | 0 | (61) |
| Explorers | 0 | (742) |
| District | (22,743) | (23,288) |
| Total Payments | (26,619) | (31,625) |
| Net Receipts/(Payments) | 52,628 | (770) |
| Cash Funds Brought Forward | 37,831 | 38,601 |
| Cash Funds At Year End | 90,459 | 37,831 |

STATEMENT OF ASSETS AND LIABILITIES

| As At 31 March | note | This Year | Last Year |
|-------------------------------|------|---------------|---------------|
| Cash Funds | | | |
| Cash at bank: DEPOSIT ACCOUNT | | 18,647 | 18,645 |
| Cash at bank: CURRENT ACCOUNT | | 71,812 | 19,186 |
| Total Cash Funds | | 90,459 | 37,831 |

Assets Retained for the Charities Own Use

| | | | | |
|---|----------------------------------|---|----------------|----------------|
| 1 | Land at Harry's Island Camp Site | 1 | 120,000 | 120,000 |
| 2 | Badge Stock | 2 | 3,935 | 3,528 |
| 3 | Shop Stock | 3 | 0 | 0 |
| 4 | Land at Strides Lane | 4 | 0 | 50,000 |
| | Total | | 123,935 | 173,528 |

Notes:

- 1 Land at Harry's Island was valued in September 2014 by CMC Andrews (Property Surveyor & Valuer). The trustees consider this valuation to remain a reasonable assessment of the value of the land at 31 March 2022.
- 2 The value of badges held in stock for resale is calculated by the badge secretary at current cost of badges held at 31 March.
- 3 During 2020, the shop was closed with all stock being passed to other Scouting retail outlets for a nominal sum. This note will be removed in the next financial year
- 4 Land at Strides Lane was sold during March 2022, with monies held in the current account on 31 March 2022. During the next financial year £30,000 will be used for investment in Harry's Island and held in the HI deposit account, the net balance will be transferred to the District deposit account

From 1 April 2022 New Forest West District will take over New Forest North District to form New Forest District Scout Council.

Therefore the accounts for next financial year will be materially different to the current District accounts.

The trustees declare that they have approved the Accounts above

Signed on behalf of the charity's trustees

A handwritten signature in black ink, appearing to read 'DE Kerrigan'.

DE Kerrigan
Chair

A handwritten signature in black ink, appearing to read 'S Winter'.

S Winter
Treasurer

12/07/2022

Vivienne Franklin
3 Spire View
Empress Road
Lyndhurst
SO43 7AE

New Forest District Scout Council

10 July 2022

This is to certify that I have examined the accounts of the Scout District and am satisfied that they represent a true and accurate picture of the financial activities of the District for the year to 31st March 2022.

The Treasurer is to be complemented on the work put in to amalgamate the accounts.

Signed

A handwritten signature in black ink, appearing to read 'Vivienne Franklin', with a long horizontal line extending to the right.

Vivienne Franklin

CIMA Qualified Accountant / Independent Examiner