

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	1	2	2	3
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Section A	Reference and administration details
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Charity name	<table border="1"><tr><td colspan="10">Rickmansworth & Chorleywood District Scout Council</td></tr></table>	Rickmansworth & Chorleywood District Scout Council																																									
Rickmansworth & Chorleywood District Scout Council																																											
Other names the charity is known by	<table border="1"><tr><td colspan="10"></td></tr></table>																																										
Registered charity number (if any)	<table border="1"><tr><td>3</td><td>0</td><td>2</td><td>5</td><td>6</td><td>6</td></tr></table>	3	0	2	5	6	6																																				
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HQ registration number	<table border="1"><tr><td>1</td><td>0</td><td>0</td><td>0</td><td>1</td><td>4</td><td>4</td><td>5</td></tr></table>	1	0	0	0	1	4	4	5																																		
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Charity's principal address	<table border="1"><tr><td colspan="10">2 Pine Ridge</td></tr><tr><td colspan="10">London Road</td></tr><tr><td colspan="10">St Albans</td></tr><tr><td colspan="5">Postcode</td><td>A</td><td>L</td><td>1</td><td></td><td>1</td><td>J</td><td>E</td></tr></table>	2 Pine Ridge										London Road										St Albans										Postcode					A	L	1		1	J	E
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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	Martin Lantree	Chair	
2	John Back	Treasurer	
3	Julia Pich	Lead Volunteer	
4	Paul Johnson		05/06/23 - 31/12/23
5	Andre Roy		05/06/23 - 31/12/23
6	Martyn Gowing		
7	Marion Walker		01/01/23 - 05/06/23
8	Josh MacLean		01/01/23 - 05/06/23
9	Sue Johnson		01/01/23 - 05/06/23
10	Ben Taunt		01/01/23 - 05/06/23
11	Michael Read		01/01/23 - 05/06/23
12			
13			
14			
15			

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

(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:

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

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 Trustee Board consists of the Chair, Treasurer and 7 Trustees (including 2 Ex Officio Trustees, and 2 co-opted Trustees) and meets every 4 months.

Members of the Trustee Board complete Being a Scouts Trustee learning within the first 6 months of joining the Board.

This District Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.



Section B	Structure, governance and management (continued)
	<p data-bbox="592 963 917 996">Risk and Internal Control</p> <p data-bbox="592 996 1337 1160">The District Trustee Board has identified the major risks to which they believe the District is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:</p> <p data-bbox="592 1193 1337 1294">Damage to the building, property and equipment. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p data-bbox="592 1328 1337 1456">Injury to leaders, helpers, supporters and members. The District through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p data-bbox="592 1489 1337 1720">Reduced income from fund raising. The District is primarily reliant upon income from subscriptions and fundraising. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Board could raise the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.</p> <p data-bbox="592 1753 1337 1984">Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the District as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.</p> <p data-bbox="592 2018 1337 2080">Reduction or loss of members. The District provides activities for all young people aged 6 to 18. If there was a reduction in</p>

membership in a particular section or the District as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.

Material mismanagement or loss. 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.

Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<p>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.</p> <p>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 co-operate with others and make friends.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>The District, through the Groups and Explorer Units, delivered an extensive programme of progressive training including camping, sailing and other outdoor activities to some 700 young people in the Rickmansworth and Chorleywood area, including sending 8 young people to the Jamboree in South Korea.</p> <p>The District facilitated and administered the selection, DBS checking and some of the training of the volunteer adults needed to run the various Sections within the Groups and the</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.

Public benefit statement

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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The District, through the Groups and Explorer Units, delivered an extensive programme of progressive training including camping, sailing and other outdoor activities to some 700 young people in the Rickmansworth and Chorleywood area, including sending 8 young people to the Jamboree in South Korea.

Section E

Financial Review

Brief statement of the charity's policy on reserves

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 District Trustee Board considers that the District should hold £20,000.

The District held reserves of approximately £20,000 against this at year end. This is the level required for operating expenses.

Quantify and explain any designations

Details of any funds materially in deficit (circumstances plus steps to eliminate)

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Further financial review details (optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• the charity’s principal sources of funds (including any fundraising);• how expenditure has supported the key objectives of the charity;• investment policy and objectives;	<p>Investment Policy</p> <p>The District does not have sufficient funds to invest in longer term investments. The District has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.</p>
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Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)	
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Section G	Declaration
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The trustees declare that they have approved the trustees’ report above

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)	Martin	Lantree
Position (eg Secretary, Chair)	Chair	
Date	290524	

Consolidated Accounts for the year to 31st December 2023

	District £	Explorers £	Sponsorship £	Consolidated Accounts £
Income for the year to 31/12/23				
Capitation & Subscriptions				
Membership Subscriptions		17459.80		17459.80
Capitation Received	49280.00			49280.00
Less Capitation Paid	38500.00	6464.00		44964.00
Net Capitation & Subscription	10780.00	10995.80		21775.80
Activities				
Cubs	763.04			763.04
Explorers		21868.35		21868.35
Whole District	2685.00			2685.00
Jamboree	10796.68			10796.68
Campsite	1098.13			1098.13
Total Activities Income	15342.85	21868.35	0.00	37211.20
Other Income				
Badges	1179.75			1179.75
Donation				0.00
Gift Aid				0.00
Fund Raising		12905.65		12905.65
Sponsorship			34.88	34.88
Total Other Income	1179.75	12905.65	34.88	14120.28
Total Income for the Period	27302.60	45769.80	34.88	73107.28

Payments for the Year to 31/12/23

	£	£	£	£
Administration costs	331.04	211.00		542.04
Partnership Fees		5515.00		5515.00
Equipment	35.95			35.95
	366.99	5726.00		6092.99
Activities				
Beavers				0.00
Cubs	693.40			693.40
Scouts				0.00
Explorers		23070.70		23070.70
Whole District	2835.00			2835.00
Jamboree	8680.00			8680.00
Campsite	4864.68			4864.68
Total Activities	17073.08	23070.70		40143.78
Purchase of Badges	985.86	265.42		1251.28
Uniform				0.00
Training	759.40	515.90		1275.30
Fund Raising		7492.75		7492.75
Sundry Expenses		1788.39		1788.39
Total Payments for the period	19185.33	38859.16	0.00	58044.49

Summary for the Year to 31/12/23

	District £	Explorers £	Sponsorship £	Total £
Total Receipts	27302.60	45769.80	34.88	73107.28
Total Payments	19185.33	38859.16	0.00	58044.49
Net Receipts	8117.27	6910.64	34.88	15062.79
Cash, bank b/f	23670.46	38156.07	570.72	62397.25
Transfers	659.60	-54.00	-605.60	0.00
Cash & Bank c/f	32447.33	45012.71	0.00	77460.04
Petty cash		8.05		8.05
Bank	32447.33	45004.66		77451.99
	32447.33	45012.71	0.00	77460.04

Statement of assets and liabilities at the end of the year

31st December 2022

Unrestricted funds

£

Cash funds	
Bank current account	62,397
Bank deposit account	-
Building society account	-
The Scout Association Short Term Investment Service	-
Cash/Floats	8
Total cash funds	62,405
Other monetary assets	
Tax claim	-
Debts due from the County/Area/District/Group	-
Insurance claim	-
Sub total	-
Non monetary assets for charity's own use	
Badge stock	2,711
Land and buildings	-
Motor vehicles	-
Scouting equipment, furniture etc	-
Other	-
Sub total	2,711
Liabilities	
Jamboree Fund	56
Jamboree	
Campsite Improvements	5,791
Other	-
Sub total	5,847

31st December 2023

Unrestricted funds

£

	77,452
	-
	-
	-
	8
	77,460
	-
	-
	-
	-
	2,613
	-
	-
	-
	235
	2,848
	2,000
	13,742
	15,742

Contingent liabilities and future obligations

Campsite rent of £50pa for the 14 years left on the lease

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Board of Trustees meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Martin Langtree Chair
	John Back Treasurer

Notes to the Financial Statement for the year ending 31st December 2023

1) Capitation & subscriptions		District	County	Total	Discounts	Net
	1st Rickmansworth	1950.00	6500.00	8450.00	130.00	8320.00
	Batchworth	2235.00	7450.00	9685.00	149.00	9536.00
	Croxley Green	1320.00	4400.00	5720.00	88.00	5632.00
	6th Rickmansworth	210.00	700.00	910.00	14.00	896.00
	1st Chorleywood	2160.00	7200.00	9360.00	144.00	9216.00
	1st Mill End	1140.00	3800.00	4940.00	76.00	4864.00
	1st Sarratt	1020.00	3400.00	4420.00	68.00	4352.00
		<u>10035.00</u>	<u>33450.00</u>	<u>43485.00</u>	<u>669.00</u>	<u>42816.00</u>
	RACD Bograts	390.00	1300.00	1690.00	26.00	1664.00
	RACD Axolotl	435.00	1450.00	1885.00	29.00	1856.00
	RACD Mill End	120.00	400.00	520.00	8.00	512.00
	RACD Ricky Rovers	315.00	1050.00	1365.00	21.00	1344.00
	RACD Sarratt	255.00	850.00	1105.00	17.00	1088.00
		<u>1515.00</u>	<u>5050.00</u>	<u>6565.00</u>	<u>101.00</u>	<u>6464.00</u>
	Total	11550.00	38500.00	50050.00	770.00	49280.00

2) Administration	Income	Expenditure	Net
	Misc	91.75	-91.75
	AGM Expenses	73.61	-73.61
	DC Expenses	112.84	-112.84
	Insurance	52.00	-52.00
	Bank Interest	0.84	-0.84
	Explorer OSM	211.00	-211.00
	<u>0</u>	<u>542.04</u>	<u>-542.04</u>

3) Badges	Income	Expenditure	Net
	Sales		1179.75
	Purchases	985.86	-985.86
	Explorer Purchases	265.42	-265.42
	<u>1179.75</u>	<u>1251.28</u>	<u>-71.53</u>

4) District Camp Site	Income	Expenditure	Net
	Rent	50.00	-50.00
	Insurance	553.52	-553.52
	Rates	41.84	-41.84
	Lettings		144.00
	Water Rates	200.35	-200.35
	General Expenses	1772.20	-1772.20
	Insurance Claim	954.13	954.13
	Works	2246.77	
	<u>1098.13</u>	<u>4864.68</u>	<u>-3766.55</u>

5) District Activities	Income	Expenditure	Net
	BLYM	150.00	-150.00
	Panto 2023	2685.00	0.00
	<u>2685.00</u>	<u>2835.00</u>	<u>-150.00</u>

6) Equipment	Income	Expenditure	Net
	Registered Craft Stickers	35.95	-35.95
		<u>35.95</u>	<u>-35.95</u>

7) Training	Income	Expenditure	Net
	First Aid	165.00	-165.00
	Canoe Sports Trust	205.00	-205.00
	Paddlessports	251.90	-251.90
	Mental Health Course	137.50	-137.50
	Explorer Leader Training	515.90	-515.90
		<u>1275.30</u>	<u>-1275.30</u>

8) Cub Activities	Income	Expenditure	Net
Football Comp	138.04	142.34	-4.30
Bush Craft	625.00	316.06	308.94
Camp 2024		235.00	-235.00
	<u>763.04</u>	<u>693.40</u>	<u>69.64</u>

9) Jamboree	Income	Expenditure	Net
	<u>10796.68</u>	<u>8680.00</u>	<u>2116.68</u>
	<u>10796.68</u>	<u>8680.00</u>	<u>2116.68</u>

10 Explorers	Bograts	Sarratt	Ricky Rovers	Axoloti	Mill End	H.Q.	Total
Income							
Subs.	5496.80	2468.00	3475.00	4685.00	1295.00	40.00	17459.80
Less Capitation	1664.00	1088.00	1344.00	1856.00	512.00		6464.00
Net Subs.	3832.80	1380.00	2131.00	2829.00	783.00	40.00	10995.80
Activities	11849.40	6664.70	515.00	607.00	1500.00		21136.10
Fund Raising	12905.65						12905.65
Uniform			609.00				609.00
Misc	123.25						123.25
Net Income	<u>28711.10</u>	<u>8044.70</u>	<u>3255.00</u>	<u>3436.00</u>	<u>2283.00</u>	<u>40.00</u>	<u>45769.80</u>
Expenditure							
Activities	10778.92	6391.40	2182.83	2258.76	1458.79		23070.70
Partnership Fees	899.00	1626.00	1365.00	1235.00	390.00		5515.00
Training		15.00	330.00		170.90		515.90
Badges		17.92	247.50				265.42
Uniform							0.00
Equipment							0.00
Fund Raising	7492.75						7492.75
OSM	43.00	38.50	53.00	37.00	39.50		211.00
Sundry Expenses	1788.38	0.01					1788.39
Total Expenditure	<u>21002.05</u>	<u>8088.83</u>	<u>4178.33</u>	<u>3530.76</u>	<u>2059.19</u>	<u>0.00</u>	<u>38859.16</u>
Total Receipts	28711.10	8044.70	3255.00	3436.00	2283.00	40.00	45769.80
Total Payments	21002.05	8088.83	4178.33	3530.76	2059.19	0.00	38859.16
Net Receipts	7709.05	-44.13	-923.33	-94.76	223.81	40.00	6910.64
Balance b/f	9788.41	7379.65	4574.61	4415.23		11990.12	38148.02
Transfer to District						-54.00	-54.00
Startup Transfers					1700.00	-1700.00	0.00
Balance c/f	<u>17497.46</u>	<u>7335.52</u>	<u>3651.28</u>	<u>4320.47</u>	<u>1923.81</u>	<u>10276.12</u>	<u>45004.66</u>