

# Trustees' Annual Report

For the period

From (start date) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 1 | 2 | 4 |
|---|---|---|---|---|---|

 to end date 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 3 | 1 | 1 | 2 | 2 | 4 |
|---|---|---|---|---|---|

| Section A | Reference and administration details |
|-----------|--------------------------------------|
|-----------|--------------------------------------|

|  |   |  |   |   |   |   |   |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
|--|---|--|---|---|---|---|---|-------------|---|--|--|--|--|-----------|--|--|--|--|--|----------|--|---|---|---|--|---|---|---|
| Charity name                                       | <table border="1"><tr><td colspan="6">Rickmansworth &amp; 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="6"></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 |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| 3  | 0   | 2  | 5 | 6 | 6 |   |   |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| 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 |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| 1  | 0   | 0  | 0 | 1 | 4 | 4 | 5 |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| Charity's principal address                        | <table border="1"><tr><td colspan="6">2 Pine Ridge</td></tr><tr><td colspan="6">London Road</td></tr><tr><td colspan="6">St Albans</td></tr><tr><td colspan="2">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 |
| 2 Pine Ridge                                       |   |  |   |   |   |   |   |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| London Road  |   |  |   |   |   |   |   |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| St Albans  |   |  |   |   |   |   |   |             |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |
| Postcode   |   | A  | L | 1 |   | 1 | J | E           |   |  |  |  |  |           |  |  |  |  |  |          |  |   |   |   |  |   |   |   |

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    |                 |                                   |
| 5  | Padmini Naicker |                 |                                   |
| 6  | Andre Roy       |                 |                                   |
| 7  | Guy Anstiss     |                 | 10/06/24 - 31/12/24               |
| 8  |                 |                 |                                   |
| 9  |                 |                 |                                   |
| 10 |                 |                 |                                   |
| 11 |                 |                 |                                   |
| 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:

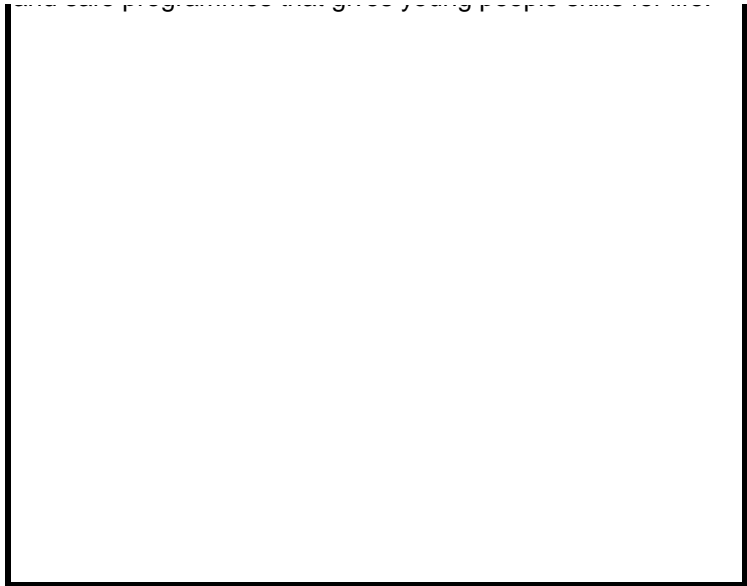
The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout District which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper 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 3 months.

Members of the Trustee Board complete Safety & Safeguarding training within the first 30 days, and Being a Scouts Trustee learning within the first 6 months of joining the Board, and hold a valid TSA DBS.

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"><b>Risk and Internal Control</b></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 4 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><b>The Purpose of Scouting</b><br/>Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b><br/>As Scouts we are guided by these values:<br/> <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.<br/> <b>Respect</b> - We have self-respect and respect for others.<br/> <b>Care</b> - We support others and take care of the world in which we live.<br/> <b>Belief</b> - We explore our faiths, beliefs and attitudes.<br/> <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b><br/>Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:<br/> - enjoy what they are doing and have fun<br/> - take part in activities indoors and outdoors<br/> - learn by doing<br/> - share in spiritual reflection<br/> - take responsibility and make choices<br/> - undertake new and challenging activities<br/> - 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, watersports and other outdoor activities to some 740 young people in the Rickmansworth and Chorleywood area.</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 Explorer Units</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, watersports and other outdoor activities to some 740 young people in the Rickmansworth and Chorleywood area.

## 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)

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

- 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><b>Investment Policy</b></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 |
|-----------|----------------------------|
|-----------|----------------------------|

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) | Martin Lantree |  |
|--------------|----------------|--|

|              |                |  |
|--------------|----------------|--|
| Full name(s) | Martin Lantree |  |
|--------------|----------------|--|

|                                |       |  |
|--------------------------------|-------|--|
| Position (eg Secretary, Chair) | Chair |  |
|--------------------------------|-------|--|

|      |   |   |   |   |   |   |
|------|---|---|---|---|---|---|
| Date | 2 | 7 | 0 | 4 | 2 | 5 |
|------|---|---|---|---|---|---|

## Consolidated Accounts for the year to 31st December 2024

|  | District<br>£   | Explorers<br>£  | Consolidated<br>Accounts<br>£ |
|--|-----------------|-----------------|-------------------------------|
| <b>Income for the year to 31/12/24</b> |                 |                 |                               |
| <b>Capitation &amp; Subscriptions</b>  |                 |                 |                               |
| Capitation Received                    | 49680.00        |                 |                               |
| Membership Subscriptions               |                 | 14362.84        | 14362.84                      |
| Capitation Discount received           |                 | 95.00           | 95.00                         |
| <b>Activities</b>                      |                 |                 |                               |
| Cubs                                   | 3230.00         |                 | 3230.00                       |
| Lottery                                | 6.76            |                 | 6.76                          |
| Explorers                              |                 | 23539.16        | 23539.16                      |
| Whole District                         | 3405.00         |                 | 3405.00                       |
| Campsite                               | 158.00          |                 | 158.00                        |
| Total Activities Income                | 6799.76         | 23539.16        | 30338.92                      |
| <b>Other Income</b>                    |                 |                 |                               |
| Badges                                 | 2449.05         |                 | 2449.05                       |
| Donation                               |                 | 762.62          | 762.62                        |
| Gift Aid                               |                 | 4087.80         | 4087.8                        |
| Fund Raising                           |                 | 10696.05        | 10696.05                      |
| Sponsorship                            |                 |                 | 0                             |
| Total Other Income                     | 2449.05         | 15546.47        | 17995.52                      |
| <b>Total Income for the Period</b>     | <b>58928.81</b> | <b>53543.47</b> | <b>112472.28</b>              |

### Payments for the Year to 31/12/24

|                                      | £               | £               | £                |
|--------------------------------------|-----------------|-----------------|------------------|
| Capitation Paid                      | 38640.00        | 6412.50         | 45052.50         |
| Capitation Discount paid             | 736.00          |                 | 736.00           |
| Administration costs                 | 1090.07         | 1046.83         | 2136.90          |
| Partnership Fees                     |                 | 4093.52         | 4093.52          |
| Equipment                            | 311.77          | 284.44          | 596.21           |
|                                      | 40777.84        | 11837.29        | 52615.13         |
| <b>Activities</b>                    |                 |                 |                  |
| Beavers                              |                 |                 | 0                |
| Cubs                                 | 2559.37         |                 | 2559.37          |
| Scouts                               |                 |                 | 0                |
| Explorers                            |                 | 33092.30        | 33092.3          |
| Whole District                       | 3525.00         |                 | 3525.00          |
| Campsite                             | 2564.28         |                 | 2564.28          |
| Total Activities                     | 8648.65         | 33092.30        | 41740.95         |
| Purchase of Badges                   | 2115.36         | 393.68          | 2509.04          |
| Uniform                              |                 |                 | 0                |
| Training                             | 1418.00         | 300.00          | 1718.00          |
| Fund Raising                         |                 | 10048.00        | 10048.00         |
| <b>Total Payments for the period</b> | <b>52959.85</b> | <b>55671.27</b> | <b>108631.12</b> |

### Summary for the Year to 31/12/24

|                 | District<br>£ | Explorers<br>£ | Total<br>£ |
|-----------------|---------------|----------------|------------|
| Total Receipts  | 58928.81      | 53543.47       | 112472.28  |
| Total Payments  | 52959.85      | 55671.27       | 108631.12  |
| Net Receipts    | 5968.96       | -2127.80       | 3841.16    |
| Cash, bank b/f  | 32447.33      | 45012.71       | 77460.04   |
| Transfers       | 10284.17      | -10284.17      | 0.00       |
| Cash & Bank c/f | 48700.46      | 32600.74       | 81301.20   |
|                 |               |                |            |
| Petty cash      | 8.05          |                | 8.05       |
| Bank            | 48692.41      | 32600.74       | 81293.15   |
|                 | 48700.46      | 32600.74       | 81301.20   |





**Independent Examiner's Report to the Trustees of Rickmansworth and  
Chorleywood District Scouts (Charity No.302566) for the Year Ended 31<sup>st</sup>  
December 2024**

I report to the trustees on my examination of the accounts of Rickmansworth and Chorleywood District Scouts ('The Trust') for the year ended 31<sup>st</sup> December 2024.

**Responsibilities and basis of report**

As the charity trustees 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 Trusts' 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:

- The accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with those records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2006 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.

Signed: *J. P. Baker.*

Date: 8<sup>th</sup> April 2025

Name: Mrs J P Baker

Qualification FCCA

Address: 15 Grosvenor Court  
Mayfare  
Croxley Green  
Rickmansworth  
Herts. WD3 3LL