

Trustees' Annual Report

For the period

From (start date)

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to end date

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Section A

Reference and administration details

Charity name

Dartford District Scout Council

Other names the charity is known by

Registered charity number (if any)

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HQ registration number

Charity's principal address

Scout House

7 Broomhill Road

Dartford

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	Neil Gearing	District Lead Volunteer	
2	Neil Brunsdon	Trustee	
3	Teresa Gordon	Trustee	
4	Stephen Newton	Trustee	
5	Philip Swanson	Trustee & Treasurer	
6	Stephen Newton	Trustee	
7	Philip Swanson	Trustee	
8	Robert Weller	Trustee	
9			
10			
11			
12			

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	<p>The Trustee Board is to consist of the Chair, Treasurer and 6 Trustees (including 1 Ex Officio Trustees) and meets every 2-3 months.</p> <p>Members of the Trustee Board complete Scout Trustee learning within the first 6 months of joining the Board.</p> <p>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.</p>

Section B	Structure, governance and management (continued)
	Risk and Internal Control 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	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. 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

	<p>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.
Summary of the main activities in relation to these objects	Supporting Scouts to attend International expeditions. Opening Squirrel Dreys - the newest section of Scouting - while supporting existing sections.
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
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Summary of the main achievements of the charity during the year	St. George's Day parade and service in Central Park, by permission of Dartford Council. Attending the annual act of Remembrance with the local community. Delivering a 'District Carnival' with Dartford Girlguiding, raising the profile of both movements and raising funds as well.
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Section E	Financial Review
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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 Trustee Board considers that it should hold a sum equivalent to four months running costs, circa £3k.</p> <p>The District held reserves (including Restricted & Designated funds) of approximately £39K against this at year end. This is above the level required for operating expenses. However this is explained in the 'Long Term Summary' page within the annual accounts.</p>
Details of any funds materially in deficit (circumstances plus steps to eliminate)	Not applicable

Section F	Other Optional Information
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Plans for future periods (details of any significant activities planned to achieve them)	The District is going through a period of restructure and at present future plans are not confirmed.
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Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Neil Gearing

Phil Swanson

Full name(s)

Neil Gearing

Phil Swanson

Position (eg Secretary, Chair)

Lead Volunteer

Treasurer

Date

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Dartford District Scout Council - Treasurer's Report for

1 April 2024 to 31 March 2025

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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Receipts and payments

	31-Mar-24	31-Mar-25
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	£ 53,826.00	£ 68,843.30
<i>Less: Membership subscriptions paid on (National/County/Area/District)</i>	£ -	£ 44,438.00
<i>Net membership subscriptions retained</i>	£ 25,738.50	£ 48,968.00
Donations	£ 15.19	£ 70.00
Income from youth programme	£ 497.29	£ 935.00
Membership rebate	£ 437.00	£ 450.50
Sub total	£ 54,775.48	£ 70,298.80
Grants		
Maintenance grants	£ -	£ -
Other grants (including lockdown grants)	£ -	£ -
Sub total	£ -	£ -
Fundraising (gross)		
Other fundraising (2023 & 2024 all for WSJ23)	£ 1,000.00	£ -
Badge / uniform shop	£ 7,871.04	£ 6,227.80
Short term investment	£ -	£ -
Building use	£ -	£ 80.00
Sub total	£ 8,871.04	£ 6,307.80
Investment income		
Bank interest	£ 147.07	£ 141.53
The Scout Association Short Term Investment Service	£ -	£ -
Sub total	£ 147.07	£ 141.53
Total Gross Income	£ 63,793.59	£ 76,748.13
Asset and investment sales, etc.	£ -	£ -
Total receipts	£ 63,793.59	£ 76,748.13

Dartford District Scout Council - Treasurer's Report for

1 April 2024 to 31 March 2025

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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Receipts and payments

	31-Mar-24 Unrestricted funds £	31-Mar-25 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	£ 1,718.70	£ 2,084.03
World Scout Jamboree 2023 (payments to Kent Scouts)	£ 3,000.00	£ -
Capitation	£ 42,389.00	£ 44,438.00
Utility payments	£ 2,036.85	£ 2,241.06
Insurance	£ 1,436.58	£ 1,624.45
Repairs and renewals > Tree work at Scout House (£2,964.00)	£ 3,056.03	£ 395.53
Printing and photocopying	£ -	£ -
Fundraising Expense	£ -	£ -
Trustee expenses / AGM	£ 269.00	£ 439.20
Miscellaneous costs [Includes all Scout House DLV expenses (Stationary, Photocopying, Postage, etc.)] > Bank fees (£60.00)	£ 1,365.22	£ 167.88
Account transfers	£ -	£ -
Sub total	£ 55,271.38	£ 51,390.15
Fundraising Expense		
Badge / uniform shop	£ 6,773.09	£ 6,258.02
Sub total	£ 6,773.09	£ 6,258.02
Total Gross Expenditure	£ 62,044.47	£ 57,648.17
Asset and investment purchases, etc.	£ -	£ -
Total payments	£ 62,044.47	£ 57,648.17
Net of receipts/(payments)	£ 1,749.12	£ 19,099.96
Cash funds last year end	£ 96,677.42	£ 97,774.06
Cash funds this year end	£ 97,774.06	£ 116,874.02

Dartford District Scout Council - Treasurer's Report for

1 April 2024 to 31 March 2025

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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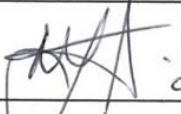

Statement of assets and liabilities at the end of the year

	31-Mar-24 Unrestricted funds £	31-Mar-25 Unrestricted funds £
Bank Accounts		
CAF Bank (Cash)	£ 97,724.06	£ 116,824.02
Total Cash in Bank Accounts	£ 97,724.06	£ 116,824.02
Deposit Accounts		
DDSC Mike Jenkins	£ -	£ -
NW No.3 Reserve (7539) District Funds	£ -	£ -
Total Cash in Bank Deposit Accounts	£ -	£ -
Short Term Investment Accounts		
TSA Short Term Investment	£ -	£ -
Total Cash in Short Term Investment Accounts	£ -	£ -
Cash Floats		
Cash in Hand (Shop)	£ 50.00	£ 50.00
Cash in Hand (Phantom)	N/A	N/A
Total Cash in Hand	£ 50.00	£ 50.00
Total cash funds	£ 97,774.06	£ 116,874.02
Other monetary assets		
Advance Payment for Future Events	£ -	£ 442.80
> Advance payments for Summer Carnival 2025	£ -	£ 442.80
Total of other monetary assets	£ -	£ 442.80
Non monetary assets for charity's own use		
Badge & Shop Stock (assumes 5% rise in value per annum)	£ 1,693.27	£ 1,777.93
Land and Buildings (needs review in 2025/26)	£ 750,000.00	£ 750,000.00
Scouting Equipment (needs review in 2025/26)	£ 1,500.00	£ 1,500.00
Other (SumUp reader - assumes 50% depreciaton per annum)	£ 90.00	£ 45.00
Total of non-monetary assets	£ 753,283.27	£ 753,322.93
Liabilities		
Badge account customer balances (& restricted funds)	£ 1,048.31	£ 1,048.31
Restricted Funds (Eurojam, 15th & Phantom ESUs)	£ 7,926.59	£ 8,499.39
Total liabilities	£ 8,974.90	£ 9,547.70

Long-term Summary

	<u>31/03/2025</u>	<u>31/03/2024</u>
CAF account balance as	£ 116,824.02	£ 97,724.06
Less 'ring-fenced' items:		
<u>RESTRICTED FUNDS</u>		
15th Dartford funds within CAF	£ 1,001.50	£ 1,001.50
Individual Scout Groups "badge" accounts (unspent)	£ 1,048.31	£ 1,048.31
Eurojam Refunds - Dartford Participants	£ 3,529.39	£ 3,529.39
Eurojam Refunds - "GLSE" Participants	£ 1,802.51	£ 1,802.51
Eurojam Grant (Retained in Account, awaiting decision) - Lend Lease	£ 250.00	£ 250.00
Phantom YL ESU	£ 1,915.99	£ 1,343.19
	<u>£ 107,276.32</u>	<u>£ 88,749.16</u>
<u>DESIGNATED FUNDS</u>		
Agreed Trustee Reserves	£ 5,911.22	£ 3,000.00
Agreed Budgets for Youth Programme (£200 x 4 sections)	£ 800.00	£ 800.00
Agreed Annual Reserve for 2023 Korea WSJ (£1,500 PA)	£ -	£ -
Certificate printing & presentations	£ 500.00	£ 500.00
Membership subscriptions (held for payment)	£ 30,719.00	£ 25,738.50
	<u>£ 69,346.10</u>	<u>£ 58,710.66</u>
Uncommitted funds for 2025-2026	<u>£ 69,346.10</u>	<u>£ 58,710.66</u>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on **1st September 2025** (the date of the Trustee Board Meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
 01.09.25	Mike Wigley (District Chair)
 01-Sep-2025	Phil Swanston (District Treasurer)

England & Wales

Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of the Dartford District Scout Council

I report to the trustees on my examination of the accounts of the Dartford District for the year ended 31st March 2025.

Responsibilities and basis of report

As the charity trustees of the Dartford District Scout Council, 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 Dartford District 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 Dartford District as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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: *Gary Savage*

Name: Gary Savage

Relevant professional qualification or membership of professional bodies (if any): CIMA

Address: Pennyfields, Angley Road, Cranbrook, Kent, TN17 2PL

Date: 23 September 2025

Templates to help independent examiners

LT700006

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Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year 4

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Template 3: Qualified report for a non-company charity preparing receipts and payments accounts 6

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Introduction

This document is to help Independent Examiners of Scout Group's, District's, County's, Area's or Regions' (Scotland) annual accounts.

Full guidance from the charity regulators should be read and followed. This can be found on the links below along with the templates for company charities:

Charity Commission for England & Wales – Independent examination of charity accounts: examiners (CC32)

<https://www.gov.uk/government/publications/independent-examination-of-charity-accounts-examiners-cc32>

The Office of the Scottish Charity Regulator – Independent examination: A Guide for Independent Examiners

<https://www.oscr.org.uk/guidance-and-forms/independent-examination-a-guide-for-independent-examiners/>

The Charity Commission for Northern Ireland – Guidance for independent examiners (ARR07)

<https://www.charitycommissionni.org.uk/manage-your-charity/annual-reporting/>

It is important that the right template is used for the type of accounts being independently examined and the country that the Scout Group, District, County, Area or Region (Scotland) is within.

Extra guidance to help work out which template to use, can be found in the appendices of [Accounting & Audit Requirements for Group, Districts, Counties/Areas & Scottish Regions \(LT103950\)](#).

Notes

A qualified template is one where the examiner has a concern to highlight to the trustees. An unqualified template is one where the examiner has no concern to highlight to the trustees.

In these templates you will see sections where the name of the relevant Scout Council needs to be inserted. This could be for the Scout Group, District, County, Area or Region (Scotland). For ease of reading the templates will say "Insert Scout Group/District name".

England & Wales

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Signed: *Gary Savage*

Name: Gary Savage

Relevant professional qualification or membership of professional bodies (if any): CIMA

Address: Pennyfields, Angley Road, Cranbrook, Kent, TN17 2PL

Date: 23 September 2025