

Trustees' Annual Report

For the period

From (start date)

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

to end date

3	1	0	3	2	1
---	---	---	---	---	---

Section A

Reference and administration details

Charity name

GILLINGHAM DISTRICT SCOUT COUNCIL

Other names the charity is known by

Registered charity number (if any)

3	0	3	3	8	7
---	---	---	---	---	---

Charity's principal address

Postcode						

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	David Ainsley	Chairperson	
2	Anthony Fairclough	Secretary	
3	Maureen Billingham	Treasurer	
4	Dean Harding	District Commissioner	
5	Stephen Rainsbury	Deputy D. Comm.	
6	Pamela Burnop	Active Support	
7	Andrew Mendoza		
8	Gillian Fairclough		
9	Marion Isaacs	Appointments	
10	Elizabeth Ainsley	Appointments	
11	David Lawrence	Appointments	
12	Barry Sprason		
13	Robert Gill		
14	Alan Buckett		
15	Timothy Gilbert		

Section A

Reference and administration details (continued)

Type of advisor	Name	Address

Section B**Structure, governance and management**

The District governing documents are those of 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.

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

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

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 District 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.

The Chairperson, Treasurer and Secretary together with Section Leaders and other representatives meet every 2 months.

The District Executive Committee exists to support the District in meeting the responsibilities of all Groups and is responsible for:

The administration of District Finances;
The insurance of persons, property, and District equipment;
District public occasions;
Supporting all Groups in the District;
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)****Risk and Internal Control**

The District Executive Committee 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;

With regard to damage to buildings, property and equipment. The District would request the use of any buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. Similar reciprocal arrangements exist with these organisations. The District ensures that Groups have sufficient buildings and contents insurance in place to mitigate against permanent loss.

Injury to leaders, helpers, supporters and members. The District through the membership fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

The District is primarily reliant upon income from annual membership fees, fundraising, the occasional grant and donations. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income.

Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District.

Reduction or loss of members. The District provides activities for all young people aged 6 to 18. If there was a reduction in membership in a particular section or group 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 that particular Group.

Risk and Internal Control (Specimen 2)

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
Summary of the objects of the charity set out in its governing	<p>The objectives of the group are as a unit of the Scout Association.</p> <p>The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</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.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Birmingham District membership has been reduced due to the COVID pandemic as Groups were unable to meet face to face only via zoom. The number of young people has been reduced to 626, a drop of 26%, but should return as lockdown eases. We have 11 groups and 4 Explorer Units. The District Headquarters was being used by two of the Scout Groups in the District, but now face to face scouting is not happening there has been no income. The Government stepped in and announced that Grants would be available, one was applied for and Medway Council paid us £10,000 to cover running costs which was a great help. Our other major project is the Wynne-Brookes lodge at Buckmore Park. This facility has also been shut down and not used. The nine young people fundraising to attend Eurojam20, were very disappointed when the date was moved to 2021 and then completely cancelled as travel was not permitted during this pandemic. All money for Eurojam paid to County was returned to the District, which has been ringfenced for the nine young people to use for another scouting event of their choice in accordance with the Charity Commission rules. Hopefully scouting will start face to face shortly and normality will be back.

Section E

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. This has been set by the Executive Committee to be £10,000.

Quantify and explain any designations

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

Further financial review details (optional information)

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

- the charity's principal sources of funds;

- how expenditure has supported the key objectives of the charity;

- investment policy and objectives

Investment Policy (Specimen 1)

The District's Income and Expenditure is small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The District 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.

The District Executive regularly looks at the levels of bank balances and the interest rates received to ensure the district obtains maximum value and income from its banking arrangements.

Investment Policy (Specimen 2)

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.

Section F

Other Optional Information

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

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

David Ainsley

Maureen Billinghamurst

Full name(s)

David Ainsley

Maureen Billinghamurst

Chair

Chairperson

Treasurer

Date

1 5 0 9 2 1

Gillingham District Receipts and Payments Account

For the year from	1 April 2020	To	31 March 2021
----------------------	--------------	----	---------------

Receipts and payments

	2020/21	2019/20
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	41,713	45,496
Less: Membership subscriptions paid on (National/County/District)	35,114	33,891
Net membership subscriptions retained	6,599	11,605
Rent and Hire of District HQ	-	4,657
Income on Wynne Brooks Lodge (Buckmore Park)	-	880
Donation for WBL building	-	1,000
Donation	-	30
Badge shop/ District Scarves	174	646
Gift Aid	3,339	1,283
Explorer Funds +GSAS	1,464	-
St Georges Day refund	300	-
Calendars	-	75
Sub total	11,876	20,176
Grants		
Medway Council Covid Grant	10,000	-
Sub total	10,000	-
Fundraising (gross)		
World Jamboree 2019	-	252
Activity Equipment	-	805
EUROJAM20 Fundraising	660	12,501
EUROJAM refund from County (due to Cancellation)	9,371	-
Wynne Brooks Lodge - sponsored walk	-	655
Other fundraising activities	11	-
Sub total	10,042	14,213
Investment income		
Bank interest		-
Building Society interest		
The Scout Association Short Term Investment Service	-	-
Property Rent income		
Other investment income		
Sub total	-	-
Total Gross Income	31,918	34,389
Asset and investment sales, etc.		
Total receipts	31,918	34,389

Gillingham District Receipts and Payments Account

For the year from	1 April 2020	To	31 March 2021
----------------------	--------------	----	---------------

Receipts and payments

	2020/21 Unrestricted funds £	2019/20 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and other activities	60	716
Explorer Units programme and activities + GSAS	50	609
World Jamboree 2019	-	4,975
Adult support and training	29	173
New Building Expenditure (Wynne Brooks Lodge)	154	2,854
Hiring of room for meetings	-	567
EUROJAM20	6,204	8,844
Insurance	2,052	2019
District HQ - repayment of loan	-	12,000
Water/Elect/Services on New HQ	834	1,827
Refurbishing District HQ	858	2,734
Materials and other District equipment	-	-
Expenditure on Activity equipment (repairs and storage etc)	300	379
Badge shop	-	-
Postage /Printing/photocopying and calendars	82	290
Media and Development	229	288
St Georges Day	-	347
AGM	-	108
2020 Challenge	-	339
Hardship Fund	-	-
Sub total	10,852	39,069
Fundraising expenses		
Lottery Licence	-	-
Big Quiz Refund of Donation to Medway District	-	-
Other fundraising costs	-	-
Sub total	-	-
Total Gross Expenditure	10,852	39,069
Asset and investment purchases, etc.		
Total payments	10,852	39,069
Net of receipts/(payments)	21,066	- 4,680
Cash funds last year end		
Funds this year end	89,985	68,919

Statement of assets and liabilities at the end of the year

	31 March 2021	31 March 2020
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account (District,Badge,Explorer units and G.S.A.S)	87,870	66,486
Bank deposit account		
Building society account	858	858
The Scout Association Short Term Investment Service	-	-
Cash/Floats	1,257	1,575
Total cash funds	89,985	68,919
Other monetary assets		
Tax claim		
Debts due from the Groups	-	-
Insurance claim		
Sub total	-	-
Investment assets		
Investment property - detail		
Quoted investments		
Other investments - detail		
Sub total		
Non monetary assets for charity's own use		
Badge stock + District Scarves	948	970
Shop stock		
Other stock (Clothing with District Logo)	-	-
Land and buildings	270,000	270,000
Motor vehicles		
Scouting equipment, furniture etc	17,000	17,000
Other		
Sub total	287,948	287,970
Liabilities		
Accounts not yet paid		
Expenses incurred but not invoiced		
Subscriptions not yet paid		
Loan - detail		
Other liabilities		
Sub total		

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees of the District Executive Committee 15th September 2021

Signature

Print Name

MR DAVID AINSLEY	Chairperson
MRS MAUREEN BILLINGHURST	Treasurer

Scrutineer's Report to the Trustees of the Gillingham District Scout Council

I report on the accounts of the Group/District for the year ended 31st March 2021

Respective responsibilities of Trustees and Scrutineer

As the Group's/District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the Group's/District's constitution, I have scrutinised the records and the accounts set out on pages to

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Name: Collyer David Giles ACIB

Address: 100 LONG CATHIS ROAD

GILLINGHAM

ME8 9TH

Date: 25/1/2022