

# **Gravesham District Scout Council**

## **Trustees' Annual Report and Accounts**

**For the year ended 31 March 2023**



Registered Charity No. 303399

## Trustees who have served at any point in the year

Henson Appleby	District Commissioner
Paul Livett	Chair
Pat Duncumb	Secretary
Susan Livett	Treasurer
Dave Moesli	District Explorer Scout Commissioner
Lucy Stanford	District Scout Network Commissioner
Hannah Booth	District Youth Commissioner
Jack Reeves	District Youth Commissioner (from 1 March 2023)
Alan Skelton	Darren Stanford
Fraser Patrick	Janet Jones
Keith Jones	Marion Weston
Myles Sullivan	Richard Painting
Richard Ruddick	Rob Viner
Terry Duncumb	

Custodian Trustee: The Scout Association Trust Corporation

Contact address: Mr F Patrick, 3 Michele Cottages, Chalk Road, Higham, ME3 7JZ

## Structure, Governance and Management

### *Description of the charity's trusts*

Gravesham District Scouts (the District)'s 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 and the constitution of the District.

### *Risk and internal controls*

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include dual approval for payments, regular reports to the trustees including emerging issues and comprehensive insurance policies to ensure that relevant insurable risks are covered.

Trustees need to be alerted to possible conflicts of interest which may arise. Trustees are required to identify and declare any conflict of interest; trustees are removed from any decision making process where a conflict of interest is declared or identified; details of discussions and decisions made when a conflict has been identified are recorded and care is given to managing the conflict of interest once a decision has been made.

## **Objectives, activities and achievements**

### **Objectives**

The objectives of the District are as a unit of The Scout Association. Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. 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.

### **Activities and achievements**

The District operates four Explorer Scout units for 14-18 year olds and a Network Scout unit for young people aged 18-25 and supports 13 groups across Gravesham which provide Scouting to 4-14 year old girls and boys. It also operates a campsite (Hopehill in Meopham).

This was the first full year of activities after COVID and the District has run a full programme of activities which have been well attended.

Hopehill visitor numbers have returned to pre-Covid numbers and preliminary work on the upgrade of the toilet block was completed with the removal of the old adult portacabin.

The annual census at 31<sup>st</sup> January showed an increase in youth membership across all sections and we have passed pre-COVID levels, with a slight increase on the January 2000 (pre- Covid) return.

Scouting in the District is entirely dependent on the volunteer Scouters and other adults who give their time and energy to plan and run activities and provide support for the benefit of the young people.

### **Public benefit**

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. The trustees have regard to the guidance on public benefit issued by the Charity Commission when exercising any powers to which the guidance may be relevant.

## Financial review

### *Performance in the year*

This year saw a return to financial norms after COVID, although with significantly increased utility costs. There was a small surplus of receipts over payments before investment activities.

The Clifford Allen Memorial Trust (which is included in the accounts) showed a decrease in carrying value of 9.4%, with £10,000 of payments towards jamboree fees and a drop in the carrying value of investments.

### *Reserves and investments*

The District continues to maintain sufficient reserves to provide for the ongoing operation of its activities, including future capital requirements for its properties in the short and long term. Cash is held in various current and deposit accounts, or in The Scout Association Charity Deposit Account. Investments are managed under a low to moderate investment risk and balanced income & capital growth investment objective and made in accordance with the recommendations of our advisors, Brewin Dolphin.

### *Plans for the future*

The District will continue to provide activities for Scouts in Gravesham (including hill walking, water activities, camps, clay pigeon shooting, archery and many more). The Scouts are embarking on a transformation project which includes embedding a team based volunteering culture and will lead to a number of changes over the next year. At Hopehill, the project to refurbish the Madeline Allen toilet block to provide more and better facilities suited to today's users has started.

The trustees declare that they approved this report on 6<sup>th</sup> September 2023.

Signed on their behalf by:



Henson Appleby



Fraser Patrick

## Receipts and Payments Account for the year ended 31 March 2023

Receipts			Payments		
	This year £	Last year £		This year £	Last year £
Note			Note		
Membership subscriptions	34,189	35,744			
Less paid over	(35,696)	(31,202)			
	<b>(1,508)</b>	<b>4,542</b>	Administration	825	1,164
Adult training	353	685	Adult training	368	2,362
Donations and grants	5 257	16,135	Grants to groups	-	500
Interest	793	73	Purchase of equipment	390	1,090
Investment income	14,063	15,797	Investment management costs	2 4,940	5,383
	<b>14,855</b>	<b>15,870</b>			
District activities	25,404	18,146	District activities	31,598	13,552
Explorer activities	7,049	2,421	Explorer activities	10,078	4,777
	<b>32,452</b>	<b>20,567</b>		<b>41,676</b>	<b>18,329</b>
Property receipts	54,470	17,725	Property running costs	46,244	28,133
Insurance claim	2,738	10,000	Insurance replacements	2,512	4,900
	<b>57,208</b>	<b>27,725</b>	Property improvements	6,012	24,933
				<b>54,768</b>	<b>57,966</b>
<b>Sub total</b>	<b>103,618</b>	<b>85,524</b>	<b>Sub total</b>	<b>102,966</b>	<b>86,794</b>
Sale of investment assets	93,344	46,291	Purchase of investment assets	101,673	54,884
<b>Total receipts</b>	<b>196,962</b>	<b>131,815</b>	<b>Total payments</b>	<b>204,639</b>	<b>141,678</b>
<b>Total payments</b>	<b>(204,639)</b>	<b>(141,678)</b>			
<b>Net receipts / (payments)</b>	<b>(7,677)</b>	<b>(9,863)</b>			

## Statement of Assets and Liabilities

### As at 31 March 2023

		This year £	Last year £
	Note		
<b>Monetary assets</b>			
Cash held		1,077	1,074
Bank current accounts		44,503	43,580
Bank deposit accounts		10,128	10,115
Clifford Allen cash held	2	17,036	26,242
Scout Association Charity Deposit Account		68,589	68,000
		<u><b>141,334</b></u>	<u><b>149,011</b></u>
<b>Investments</b>			
Quoted securities at market value	2	<u><b>485,046</b></u>	<u><b>527,986</b></u>
<b>Debtors</b>			
Due from Scout Groups		5,050	-
Gift Aid from HMRC		1,415	735
		<u><b>6,465</b></u>	<u><b>735</b></u>
<b>Non monetary assets held for charity use</b>			
Stock for resale at cost		1,249	2,313
Land at cost	3	75,000	75,000
Buildings and equipment at insurance value	3	1,500,964	1,353,160
		<u><b>1,577,213</b></u>	<u><b>1,430,473</b></u>

Signed on behalf of all the trustees on 6 September 2023 :



Susan Livett



Fraser Patrick

# Notes to the accounts

## for the year ended 31 March 2023

### 1 - Basis of preparation

These accounts are prepared on a receipts and payments basis. The statement of Assets and Liabilities includes cash and investments at market value, land and stock for resale at historic purchase price and other assets at insurance / replacement value.

They include all the activities of Gravesham District, including Hopehill Scout Campsite, four Explorer Scout units, a Network Scout and Active Support units and the Clifford Allen Memorial Trust.

The thirteen Scout Groups in the District are separate charities and are not included.

### 2 - Clifford Allen Memorial Trust

	This year £	Last year £
Market value at 1 April	554,228	529,763
Grants to District	(10,000)	-
Investment management fees	(4,940)	(5,383)
Net investment returns	(47,206)	29,848
Market value at 31 March	<u>502,082</u>	<u>554,228</u>

This comprises Quoted Securities of £485,046 (last year £527,986) and cash of £17,036 (last year £26,242)

### 3 - Property

The District owns the land and buildings at Hopehill Campsite and the land at Istead Rise Scout Hut.

### 4 - Hopehill campsite

	This year £	Last year £
<i>Income</i>		
Camp fees	32,311	10,948
Building hire	11,977	4,927
Site activities	5,363	1,673
Tuck shop	2,425	296
Insurance claim	2,738	10,000
Other	2,394	41
	<u>57,208</u>	<u>27,885</u>
<i>Ongoing expenditure</i>		
Utilities	(23,241)	(11,453)
Insurance	(8,780)	(9,083)
Running costs	(1,234)	(25)
Activity maintenance	(1,238)	(182)
Tuck shop	(1,582)	-
Cleaning	(3,025)	(2,910)
Maintenance	(6,527)	(3,923)
Ongoing equipment replacements	(616)	(1,054)
Insurance replacements	(2,512)	(4,900)
	<u>(48,756)</u>	<u>(33,530)</u>
<i>Projects</i>		
Property improvements	(6,012)	(24,933)
	<u>2,440</u>	<u>(30,578)</u>

### 5 - Donations and Grants

	This year £	Last year £
COVID 19 restart / support grants	-	16,000
Other	257	135
	<u>257</u>	<u>16,135</u>

**Independent Examiner's Report  
to the Trustees of Gravesham District Scout Council  
(Registered Charity No, 303399)  
on accounts for the year ended 31<sup>st</sup> March 2023  
set out on pages 5 to 7**

I report to the trustees on my examination of the accounts of the above charity ("the District") for the year ended 31st March 2023.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

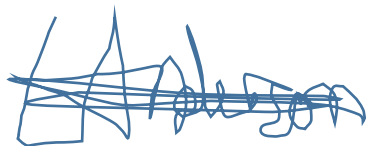
I report in respect of my examination of the District's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting 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.



Name: Luke Anderson

Professional qualification: ACA

Address: 21 Goodall Close, Parkwood, Gillingham, Medway, ME8 9NG

Date: 20 September 2023