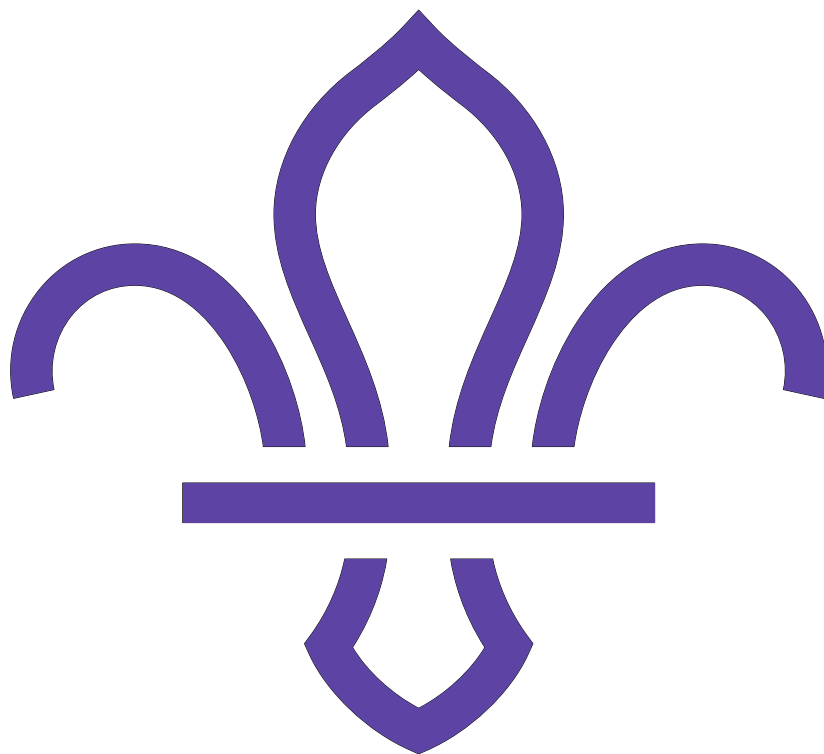




BRIGHTON & HOVE DISTRICT SCOUT COUNCIL



TRUSTEES' ANNUAL REPORT
1st January – 31st December 2024

REFERENCE & ADMINISTRATION DETAILS

Brighton & Hove District Scout Council

Registered Charity number 305826

Principal Address: 66 Overhill Drive, Patcham, Brighton, BN1 8WJ

Names of the Charity trustees who manage the charity:

Trustee Name	Office (if any)	Dates acted if not for whole year
<i>Ex officio</i>		
Peter Elliff	Chairman	
Chris Denham	Acting District Commissioner	
Vacant	District Secretary	
Vacant	District treasurer	
Glen Downs	District Explorer Scout Commissioner	
Tim Thorley	District Scout Network Commissioner	
Rose Fisher	District Youth Commissioner	
Anne Claxton	Deputy Chairman	

Nominated

Co-opted

Neil Leggett	Parkwood Representative	From 1/7/2024
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Right to attend

County Commissioner and County Chair

Sub Committees, to which the District Commissioner and District Chairman have the right to attend

Parkwood Sub-Committee

	Chair
Chris Denham	Treasurer
John Cripps	Bookings Secretary
Stephen Cropp, Alison Denyer, Glen Downs, Neil Leggett & Liz Wakeling	

For Information role titles changed following Transformation at the end of 2024 and will be reflected in next years report for ease.

STRUCTURE, GOVERNANCE & MANAGEMENT

The governing documents of Brighton & Hove District Scout Council [herein referred to as The District] 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.

The District is managed by the District Trustee Board, the members of which are the charity trustees of the District Scout Council, 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 committee consists of three independent representatives, chair, secretary and treasurer, together with the District Lead Volunteer and nominated, elected and co-opted members. It is intended that the committee is representative of Brighton & Hove Scouting – of sections, Groups and reflective of the range of members.

The District Trustees Board role is to support the District Lead Volunteer and his team of Volunteers and Advisers in meeting the responsibilities of their appointments, which are laid down by the Scout Association. The Trustee Board also advises the 15 Scout Groups registered at the census on 31st December 2024, some of which are registered independent charities. In particular it is responsible for finance and property issues. It appoints three sub-committees. The Appointments Advisory Sub-Committee satisfies itself as to the suitability of applicants for Group or District appointments. The Parkwood Sub-Committee is responsible for the management of this property, within certain delegated powers. Other informal teams manage specific aspects of District affairs such as adult training and support for the training sections.

The Scout District's bankers are Metro Bank, One Southampton Row, London, WC1B 5HA.

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 which have been identified are:

- **Damage to building, property and equipment**

The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.

- **Injury to leaders, helpers, supporters and members**

The District, through membership fees, contributes to the Scout Association's national accident policy. In addition, the District obtains additional cover for adults supporting District activities. Risk assessments are undertaken before all activities.

- **Reduced income**

The District is primarily reliant upon income from subscriptions. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee Board could raise the value of subscriptions to increase the income to the District on an on-going basis, either temporarily or permanently.

- **Reduction or loss of leaders**

The District is totally reliant upon volunteers to run and administer the activities of the District. If there were a reduction in the number of leaders to an unacceptable level, there would have to be a contraction, consolidation or closure of activities. In the worst case scenario, the complete closure of the District.

- **Reduction or loss of members**

The District provides activities for all young people aged 5¾ to 24. If there were a reduction in membership in a particular section or the District as a whole, then there would have to be contraction, consolidation or closure of activities. In the worst-case scenario, the complete closure of the District.

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include two person approval for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

OBJECTIVES & ACTIVITIES

The aim of the Scout District, as part of the Scout Association, is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. 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.

Scouting has an Equal Opportunities Policy and it has public benefit since it complements the formal education received by the young people who join it. 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 Scout District's overall objective is to encourage the development of Scouting in Brighton & Hove. It does this by supporting the District Commissioner and his team in ensuring that appropriate administrative and financial arrangements are in place to promote good practice in the Scout District and Groups. In particular it organises certain activities for the young people in the District, which are not provided at a more local level. It manages electronic communications to keep the community, volunteer adults and members informed of activities and developments.

The Parkwood Sub-Committee's objective is to manage the campsite and activity centre on a commercial basis for the benefit of Scouting. Within this overall objective the site endeavours to provide and improve facilities, particularly those which are attractive to Scouts, to encourage greater use. It also seeks to increase bookings from outside organisations at times when it is not being used by Scouts so as to maximise its income.

ACHIEVEMENTS & PERFORMANCE

2024 brought a series of highs and lows for Brighton and Hove scouting. Groups and sections are working harder than ever to deliver exciting opportunities for the young people including some summer camps. The numbers were down sadly due to a loss of leaders again with youth numbers below 1000 for the second year in a row. We do see several sections running with barely enough young people, leaders and many leaders having multiple roles.

Parkwood had another busy year and income grew steadily. Our thanks go to the crew who keep the place running despite the extra usage. Work was completed on a new heating system, a Traverse Wall and a Hammock Village area As well as significant repair to the roof between the dining area and the bunk house.

Both beavers and cubs had smaller individual district camps with the scout sections working on Forester and Pioneers badges.

2024 also saw the role out of the UK wide Transformation project which meant a lot of hard work for those in the District teams and Chris Denham agreeing to take on the role as District Lead Volunteer.

And finally... thanks to all the leaders, administrators and other adults across the District who have worked hard this year to keep us moving forward.

FINANCIAL REVIEW

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 retain a sum equivalent to 24 months running costs, circa £20,000 plus funds held by the Explorer Scout and Network sections, which can fluctuate between £5,000 and £30,000, depending on the activities being undertaken. These funds (£16,690.89 at the end of 2024) are raised by the members of these units and cannot be considered available for use by the District.

At the end of 2024, the District held balances of £216,296.11, including the Explorer and Network funds. This balance is above the level required for operating expenses, but continued expenditure is planned at Parkwood to further development the site and a recruitment drive.

The District operates a break-even policy in relation to activities and requires the Parkwood Committee to request approval for larger, non-routine items of expenditure.

The District's income and expenditure is small and, as a consequence, has adopted a low-risk strategy to the investment of its funds, which are held as cash using only mainstream banks or building societies.

The District Trustee Board regularly monitors the levels of bank balances, and the interest rates received to ensure the District obtains maximum value and income from its banking arrangements. Occasionally, this may involve using an account that requires a period of notice before funds may be withdrawn. Before making such deposits, the District Trustee Board considers the cash flow requirements.

FUTURE PLANS

Our efforts going forward must be on supporting our current leaders and adult supporters. We set up in 2023 our own section of the county training team to deliver more First Response courses in 2025 than ever before. A substantial legacy was received in 2022 from the Estate of Reuben Whiting who for many years was a scouter at 29th Brighton but also held the post of ADC Adult Training so some of this will be spent on Recruiting new volunteers and further improving and increasing the training we offer to leaders. The Regional Services Team has identified several groups they wish to work with and plan to assist in generating growth.

We will also use this legacy to boost our visibility in the communities we serve so we can attract and keep new leaders and volunteers.

We are reworking our 5 Year Development plan for Parkwood which will see a replacement for the garages as well as upgrading the current activities and plans are moving forward on some new ones.

Further work will be needed in 2025 to bed in the major changes brought about by the transformation project.

Work is also gathering pace to see the development of our District website which went live in 2024.

Above all, we will continue to support our existing volunteers to cope with the demand from young people across the City and hope to see an increase in membership especially in adults in 2025.

DECLARATION

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

Signed on behalf of the charity's trustees:



Name(s) Peter Elliff
Position District Chairman
Date



Chris Denham
District Lead Volunteer

Receipts and Payments Accounts for the year ending 31st December 2024

	Unrestricted funds	2024	2023
	£	£	£
RECEIPTS			
Net membership fees	8,245.50	8,246	10,144
Activities	6,847.50	6,847	22,157
Badge sales	316.10	316	12
Gift Aid	0.00	0	2,294
Fund raising	0.00	0.00	52
Donations	926.23	926	22
Grants	-	-	-
Sub-total	16,335.33	16,335	34,681
District sections			
Net subscriptions	3,688.41	3,688	2,751
Activities	3,898.34	3,898	3,384
Fundraising	80.50	81	294
Scarves, badges, etc.	-	-	-
Other	-	-	-
Sub-total	7,667.25	7,667	6,429
Parkwood			
Campsite fees	70,073.51	70,073	57,167
Souvenir sales	1,248.81	1,249	1,061
Donations	1,446.00	1,446	1,048
Sub-total	72,768.32	72,768	59,276
Hove Building			
Lets	3,760.00	3,760	5,385
Investment income			
Interest received	179.26	179	142
Total receipts	100,710.16	100,710	105,914
PAYMENTS			
Activities	6,567.31	6,567	31,107
Equipment	224.80	225	1,490
Badges	0.00	0	180
Administration	962.99	963	2,302
Insurance	1,671.11	1,671	1,558
Computing and PR	854.17	854	1,020
	-	-	-
Sub-total	10,280.38	10,280	37,657

District sections				
Activities	8,085.57	8,086	7,141	
Rent	1395.00	1395	725	
Equipment	199.99	200	684	
Scarves, badges, etc.	149.50	149	-	
Kandersteg trip	-	-	-	
Sub-total	9,830.06	9,830	8,550	
Parkwood				
Maintenance	21,612.99	21,613	9,579	
Development	11,461.56	11,462	10,067	
Utilities & Rates	11,759.15	11,759	12,963	
Insurance	3361.32	3,361	3,410	
Equipment/Consumables	1,295.35	1,295	3,894	
Sales stock	2,029.80	2,030	810	
Booking system	1,484.50	1,484	144	
Cleaning	2,635.70	2,636	2,393	
Bounce Back Loan repayment	4,259.40	4,259	4,259	
Other	-	-	-	
Sub-total	59,899.77	59,899	47,520	
Hove Building				
Hove Building refurbishment	-	-	-	
Rent	350.00	350	350	
Cleaning	2,762.34	2,762		
Utilities	4,470.41	2,301	2,301	
Maintenance	2,111.00	1,455	1,455	
Sub-total	9,693.75	9,694	4,106	
Total payments	89,703.96	89,703	97,833	
Net of receipts/(payments)	11,006.20	11,006	8,080	
Funds brought forward	205,289.91	205,289	197,209	
Funds carried forward	216,296.11	216,296	205,289	

Statement of Assets and Liabilities at 31st December 2024

	Unrestricted funds	Total 2024	Total 2023
Cash funds	£	£	£
Cash at bank and in hand	216,296.11	216,296	205,289
Liabilities			
Bounce Back Loan	(8,973.70)	(8974)	(12,953)
Net assets at 31st December	207,322.41	207,322	192,336

Notes

- 1 The trustees have taken the decision not to include the value of assets within the accounts, as it can suggest that the District has more money available than it does. The majority of the District's assets are low value items of equipment. However, there is Parkwood.

Parkwood has enormous value to the District, both for the outdoor activities it allows us to provide for young people and its income generation, but it is not a realisable cash asset. The current value of Parkwood is in the region of £2,300,000. This will be reviewed in a years' time.

Approved and signed on behalf of all the trustees

District Chairman

Peter Elliff:



Date of approval: 08/06/2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRIGHTON & HOVE DISTRICT SCOUT COUNCIL

I report on the accounts of the Trust for the year ended 31st December 2024, which are set out on pages 7 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep account records in accordance with section 130 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
2. to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

ADDRESSES OF SENIOR DISTRICT OFFICERS

District Chair	Peter Elliff 66 Overhill Drive Brighton BN1 8WJ	01273 501852 p.elliff@brightonandhovescouts.org.uk
District Lead Volunteer	Chris Denham 6 Truleigh Close Brighton BN2 6TS	01273 307449 c.denham@brightonandhovescouts.org.uk