



Wiltshire North District Scout Council

**ANNUAL TRUSTEE REPORT
AND ACCOUNTS**

for the year ending

31st March 2021

**Charity Number
305942**

Wiltshire North District Scout Council

Trustees' Annual Report for the year to 31st March 2021

Section A Objectives and activities

Summary of the objects of the charity as set out in its governing document	<p>The objectives of the District are its operation as a unit of the Scout Association.</p> <p>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.</p>
Summary of the main activities in relation to these objects	<p>The District's main function is to support the sections in achieving the aims of the Scout Association. As a District the main activities during the last twelve months have been:</p> <ul style="list-style-type: none">• Support for Groups, ESU and GSLs• Support for adult training• Provision of a badge shop• District events which this year have included St Georges Day, hikes, camps and sleepovers. <p>The Provision of Scouting within the District is totally dependent on the contribution made by unpaid volunteers.</p>
Public Benefit	<p>The Trustees have paid due regard to the Charity Commission guidance on Public Benefit on deciding what activities the charity should undertake.</p> <p>Membership subscriptions are charged to cover the immediate running costs of the District and these do not unduly restrict membership. The District follows the principle that no one should be excluded because of their inability to pay membership subscriptions.</p> <p>Two key principles which demonstrate that Scouting's aims are for the public benefit are that through the scout method young people develop towards their full potential and there is a clear link between the benefits for young people and the purpose of scouting. The safety of young people is taken very seriously and the benefits scouting activities provide far outweigh the risks. Any private benefits from scouting are incidental, other than to those as beneficiary.</p>

Section B Achievements and performance

Summary of the main achievements of the charity during the year	<p>The anticipated impact of COVID-19 has resulted in a decline in the number of youth members to 805 (down from 967 in 2020), and also a reduction in Explorer numbers to 91. There has been limited movement in adults holding key leadership roles during the year.</p> <p>Events were significantly limited this year, although many groups moved to online weekly meetings and shared events during lockdown periods and while restrictions did not allow face to face activities.</p> <p>The District minibus was not replaced so there has been no activity during the year. The funds remain ringfenced for a minibus at a future time.</p>
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Section C Financial review

Policy on Reserves	<p>The District's primary source of funds is from membership contributions; its primary outgoings relate to membership subscriptions payable to the Scout Association, and administrative running costs for the District.</p> <p>The District policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short.</p> <p>The Executive Committee considers that the District should hold a sum equivalent to 6 months running costs. This is equivalent to £3,000. The District held free reserves of £18,314 against this at year-end. This represents an increase on previous years due to the closure of the Badge Shop, the proceeds of which, along with any other free funds will be available for development of post COVID-19 hardship cases, as noted above.</p> <p>The District also holds two funds;</p> <ul style="list-style-type: none"> • The Jamboree Fund, up to £3,000, to provide help with the cost of attending Jamborees, currently at £2,415 • A Restricted Fund totalling £5,954.65 which is a ring-fenced amount to be used for development within the District.
Further financial review details	<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> <p>The District decided in the year to reduce its obsolesce and financial risk in relation to its Badge Shop. This has led to the closing of the Badge Shop and sale of all existing stock post year end.</p>

Section D Structure, governance and management

Type of governing document	The District governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the By Laws of the Association and The Policy Organisation and Rules of The Scout Association. The District is further governed by the District Constitution.
How the charity is constituted	The District is a trust established under its rules which are common to all Scouts.
Trustee selection methods	The Trustees are appointed in accordance with the Policy Organisation and Rules of The Scout Association.
Additional governance issues	<p>The District is managed by the District Executive Committee, the members of which are the "Charity Trustees" of the Scout District that 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 applicable.</p> <p>The committee consists of several Independent members who meet at least four times a year.</p> <p>Ex-officio Members:</p> <ul style="list-style-type: none"> • Chair • District Commissioner • Secretary • Treasurer • District Scout Youth Commissioner • District Explorer Scout Commissioner

	<p>Elected Members: Persons elected at the District Annual General Meeting.</p> <ul style="list-style-type: none"> These should normally be two to six in number. <p>The actual number must be the subject of a resolution by the District Scout Council.</p> <p>Nominated Members:</p> <ul style="list-style-type: none"> Persons nominated by the Chair and District Commissioner The nominations must be approved at the District Annual General Meeting. Persons nominated need not be members of the District Scout Council and their number must not exceed that of the elected members. <p>Co-opted Members:</p> <ul style="list-style-type: none"> Persons co-opted annually by the District Executive Committee. The number of co-opted members must not exceed the number of members who may be elected. <p>This District Executive Committee exists to support the Group Leaders in meeting the responsibilities of their appointments and is responsible for:</p> <ul style="list-style-type: none"> The maintenance of District property The raising of funds and the administration of District finance. The insurance of persons, property and equipment. District public occasions Assisting in the recruitment of leaders and other adult support. Appointing any sub committees that may be required. Appointing District Administrators and Advisors other than those who are elected. <p>The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.</p> <p>The District maintains and regularly reviews a Risk Register of its keys risks and controls.</p>
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Section E Reference and administration details

Charity Name	Wiltshire North District Scout Council
Charity Number	305942
Charity's principal address	Unit 177, 8 The Bridge, Chippenham, Wiltshire, SN15 1FY

Names of the charity trustees who manage the charity

	Trustee Name	Office	Dates if not for whole year
	Ex Officio		
1	J Purkis	Chair	
2	G Livingstone	Commissioner	
3	J Coombs	Explorer Scout Commissioner	
4	T Roberts	Youth Commissioner	
5	Elliot Hollamby-Jones	Secretary, Appointments secretary	7 July 2020
6	H Millard	Treasurer	
	Elected		
7	F Shires	Deputy Chair	
8	C Webster	Executive Committee member	
	Nominated		
9	C Butson	Group Scout Leader Representative	
	Co-opted		
10	J Islip	Deputy Commissioner	

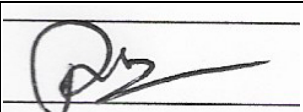
Name and address of advisor

Type of advisor	Name	Address
Independent Examiner	John Davis & Co. Accountants LTD, Chartered Certified Accountants	48 The Causeway, Chippenham, Wiltshire, SN15 3DD

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature	
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Full name	J Purkis
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Position held	Chair
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Date	1 July 2021
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**Independent Examiner's Report to the Trustees
of Wiltshire North District Scout Council**

I report on the accounts of the charity for the year ended 31st March 2021 which are set out on pages 7 to 9.

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;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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 accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

Signed

J. S. Davis

Date

30/06/2021

Name

John Davis & Co. Accountants LTD,

Qualification

Chartered Certified Accountants

Address

48 The Causeway,
Chippenham, Wiltshire

John Davis & Co. Accountants Ltd.
Chartered Certified Accountants
48, The Causeway,
Chippenham, Wiltshire SN15 3DD
Tel: 01249 658059

Wiltshire North District, Minibus and Badge Receipts and Payments Account

Year start date

For the year from	04/01/2020	To
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Receipts and payments

	2020/21		
	Unrestricted funds	Restricted funds	Endowment funds
	£	£	£
Receipts			
Donations, legacies and similar income			
Membership subscriptions	34,615	-	-
Less: Membership subscriptions paid on (National/County/Area/District)	- 33,005	-	-
Net membership subscriptions retained	1,610	-	-
Donations and fundraising	53	-	-
Gift Aid reclaimed	1,750	-	-
District Events	-	-	-
Loans Repaid	-	-	-
Other similar income	-	-	-
Sub total	3,414	-	-
District Minibus			
To cover starting costs and 1st year of use	-	-	-
Hire income	-	-	-
Cash/cheques held	-	-	-
Other similar income	-	-	-
Sub total	-	-	-
Badge Shop			
Badges sold	11	-	-
Cash/cheques held	-	-	-
Surplus	-	-	-
Sub total	11	-	-
Explorer Units			
Aye Foure (Chippenham)	5,261	-	-
Creoda (Crudwell)	69	-	-
Endeavour (Chippenham)	3,170	-	-
Jaggards (Box)	282	-	-
Sea Squad (Corsham)	19,125	-	-
Twynnoy (Malmesbury)	966	-	-
Whitewall (Sherston)	-	-	-
Sub total	28,874	-	-

Investment income			
Bank interest	-	-	-
Secure Trust Deposit Account	-	40	-
Sub total	-	40	-
<i>Total Gross Income</i>	32,298	40	-
Asset and investment sales, etc.	-	-	-
<i>Total receipts</i>	32,298	40	-

Wiltshire North District, Minibus and Badge Receipts and Payments Account

Year start date

For the year from	04/01/2020	To
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Receipts and payments

	2020/21		
	Unrestricted funds	Restricted funds	Endowment funds
	£	£	£
Payments			
Charitable Payments			
Adult support and training	136	-	-
Donations and funding issued	153	-	-
Loans issued	-	-	-
District Events	-	-	-
AGM and trustee expenses	302	-	-
Gift Aid paid on	1,750	-	-
Other costs	958	-	-
Sub total	3,299	-	-
District Minibus			
Starting/running costs	-	-	-
Towbar	-	-	-
MOT	-	-	-
Refund	-	-	-
Other maintenance costs	-	-	-
Other costs	-	-	-
Sub total	-	-	-
Badge Shop			
Badge stock bought	-	-	-
Stock written off	-	-	-
Debtors	-	-	-
Excess funds transferred	-	-	-
Loss	-	-	-
Sub total	-	-	-
Explorer Units			
Aye Foure (Chippenham)	2,714	-	-
Creoda (Crudwell)	300	-	-
Endeavour (Chippenham)	2,593	-	-
Jaggards (Box)	704	-	-
Sea Squad (Corsham)	22,923	-	-
Twynnoy (Malmesbury)	1,386	-	-

Whitewall (Sherston)	172	-	-
Sub total	30,792	-	-
<i>Total Gross Expenditure</i>	34,091	-	-
Asset and investment purchases, etc.	-	-	-
<i>Total payments</i>	34,091	-	-
<i>Net of receipts/(payments)</i>	- 1,793	40	-
Transfers between funds	- 10,041	10,041	-
Cash funds last year end	54,567	8,233	-
<i>Cash funds this year end</i>	42,733	18,314	-

Statement of assets and liabilities at the end of the year

31st March 2021

	Unrestricted funds £	Restricted funds £	Endowment funds £
Cash funds			
District bank current account	12,266	18,314	-
Minibus bank current account	8,336	-	-
Scout Shop bank current account	3,874	-	-
Explorer Units bank current accounts	16,706	-	-
Secure Trust Deposit Account	-	-	-
Scout Shop STIS account	1,550	-	-
Explorer Units cash/floats	-	-	-
Total cash funds	42,732	18,314	-
Other monetary assets			
District hall hire deposit held by 1st Chippenham Scout Group	50	-	-
Insurance/Tax claim	-	-	-
Sub total	50	-	-
Investment assets			
Investment property - detail	-	-	-
Quoted investments	-	-	-
Other investments - detail	-	-	-
Sub total	-	-	-
Non monetary assets for charity's own use			
Badge stock	-	-	-
Land and buildings	-	-	-
Motor vehicles - District Minibus	-	-	-
Scouting equipment, furniture etc	-	-	-
Other	-	-	-
Sub total	-	-	-
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 Executive Committee on 15th March 2021 (the date of the Executive Committee meeting that approved the accounts) and signed by:

Signature	Print
	JUSTIN
	HANNAH

ge Shop

Year end date

03/31/2021

2019/20

Total funds

Total funds

£

£

34,615	41,510
- 33,005	- 35,779
1,610	5,731
53	-
1,750	2,330
-	9,037
-	-
-	-
3,414	17,098
-	-
-	1,175
-	-
-	16,117
-	17,292
11	6,067
-	-
-	-
11	6,067
5,261	3,288
69	2,204
3,170	11,178
282	1,121
19,125	31,975
966	6,149
-	617
28,874	56,532

-	-
40	118
40	118

32,338	96,988
-	-
32,338	96,988

ge Shop

Year end date

03/31/2021

2019/20

Total funds

Total funds

£

£

136	443
153	-
-	-
-	8,914
302	1,221
1,750	2,330
958	591
3,299	13,498
-	7,700
-	-
-	-
-	568
-	837
-	1,164
-	10,269
-	263
-	-
-	-
-	-
-	-
-	-
-	263
2,714	3,731
300	1,773
2,593	9,802
704	1,865
22,923	29,802
1,386	5,957

172	470
30,792	53,400

34,091	77,430
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-	-
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34,091	77,430
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- 1,753	19,676
-	-
62,800	43,123
61,047	62,800

Total funds

£

[illegible]

None

**proved by the Trustees on 1 July
ned on their behalf by**

Name	
PURKIS	Chair
MILLARD	Treasurer

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Signed

J. S. Davis

Date

30/06/2021

Name

John Davis & Co. Accountants LTD,

Qualification

Chartered Certified Accountants

Address

48 The Causeway,
Chippenham, Wiltshire

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48, The Causeway,
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Tel: 01249 658059