

Trustees' Annual Report

For the period

From (start date)

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 to end date

3	1	0	3	2	5
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Section A Reference and administration details

Charity name

Kenilworth District Scout Council

Other names the charity is known by

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Registered charity number (if any)

5	2	4	5	8	8
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HQ registration number

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Charity's principal address

Kenilworth Scout and Guide Centre

Castle Farm Recreation Centre

Fishponds Road, Kenilworth

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	Mark Earles	Chair	
2	Winifred Fitchett	Secretary	
3	Allen Busby	Treasurer	
4	Peter Cox		
5	Stuart Heaton		
6	Andy Cherry		
7	Richard Staveley		
8	Doug Faulconbridge		
9	Tiffany Middlicott	Guide Commisioner	
10	Richard Elliott	District Lead Volunteer	from 6/11/24
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address

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 overseen by the Trustee Board and managed day to day by the District Executive Committee, the members of which are the 'Charity Trustees' of the 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

The Committee consists of Chair, Treasurer and Secretary together with the Chairs of the constituent Groups and a representative of the Guide Association. It meets several times a year.

Members of the Executive Committee seek to complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee.

The District Executive Committee exists to support the Trustee Board and the District Lead Volunteer in meeting their responsibilities and is responsible for:

The maintenance of District property;
The raising of funds and the administration of District finances;
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.

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:

Damage to the building, property and equipment. The District would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups. 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 the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Reduced income from fund raising. The District is primarily reliant upon income from subscriptions and rent. The group does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the district on an ongoing 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 was a reduction in the number of leaders to an unacceptable level in a particular group or the district as a whole then there would have to be a contraction, consolidation or closure of a group. In the worst case scenario the complete closure of the district.

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 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	<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> <p>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 with others and make friends.</p> <p>The Scout Method 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.</p>
Summary of the main activities in relation to these objects	
Additional details of the objectives and activities (optional information but encouraged as best practice)	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
Public benefit statement	<p>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.</p>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

Successful development of the new facilities at Kenilworth Scout and Guide Centre making it an attractive place for the development of Scouting in the District. Running District activities for all age ranges including camps, expeditions and other activities. Ongoing support for the constituent groups and administration of Safeguarding, .

Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

The districts's policy on reserves is to hold sufficient resources to continue the charitable activities of the district should income fall short. The District Executive Committee considers that the group should hold a sum equivalent to 6 months running costs, following the move to the new building this is a sum circa £16,000.

The Group held adequate reserves at the year end.

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 (including any fundraising);

Investment Policy

The Group does not have sufficient funds to invest in longer term investments. The Group 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.

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

The District Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group 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 doing so the district Executive considers the cash flow requirements.

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)



Full name(s)



Position (eg Secretary, Chair)



Date



England & Wales

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

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

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

Responsibilities and basis of report

As the charity trustees of the Kenilworth 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 Kenilworth District Scout Council 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 Kenilworth District Scout Council 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:

P.A. Seward

Name:

PHILIP SEWARDS

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

Address:

1 ILAM PARK KENILWORTH CV8 2NU

Date:

02/09/2025

Kenilworth District Scout Council Receipts and Payments Account

Year start date:

Year end date:

Charity Number - 524588

For the year from	01/04/2024	To	31/03/2025
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Receipts and payments

	2024/25			2023/24
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	20,174.50	-	-	20,174.50
Less: Membership subscriptions paid on (National/County/Area/District)	- 18,622.50	-	-	- 18,622.50
Net membership subscriptions retained	1,552.00	-	-	1,552.00
Summer Camp 24	9,450.00	-	-	9,450.00
Summer Camp 25	3,890.00	-	-	3,890.00
Youth programme and activities	3,328.72	-	-	3,328.72
Sub total	18,220.72	-	-	18,220.72
Castle Farm				
Move Support - WDC			-	-
Credits	375.47			375.47
Donations	250.00			250.00
S&G Units - S&GC Rent	12,725.00			12,725.00
External Users S&GC Rents	11,707.22			11,707.22
Rates Refund		-	-	-
Sub total	25,057.69	-	-	25,057.69
Castle 6th Form/ HQ Redevelopment				
Rent		-	-	-
Sub total	-	-	-	-
Other income				
Equipment Donations	7,037.20	-	-	7,037.20
Summer Camp 23		-	-	-
Sub total	7,037.20	-	-	7,037.20
Investment income				
Bank interest	1,534.65	-	-	1,534.65
Transfer of KEGS Account (Closed)		-	-	-
Sub total	1,534.65	-	-	1,534.65
Total Gross Income	51,850.26	-	-	51,850.26
Asset and investment sales, etc.	-	-	-	-
Total receipts	51,850.26	-	-	51,850.26

Kenilworth District Scout Council

Receipts and Payments Account

For the year from	01/04/2024	To	31/03/2025
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Receipts and payments

	2024/25			2023/24	
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Payments					
Charitable Payments					
Youth programme and activities	2,775.85	-	-	2,775.85	1,926.01
Adult support and training	94.00	-	-	94.00	259.69
Bank Charges	-	-	-	-	60.00
Jamboree Support	-	-	-	-	900.00
Equipment	1,153.38	-	-	1,153.38	-
Summer Camp 24 & 25	7,953.25	-	-	7,953.25	-
Civic Responsibility	55.00	-	-	55.00	-
Publicity	163.23	-	-	163.23	337.45
Sub total	12,194.71	-	-	12,194.71	3,483.15
Castle Farm					
Electricity, Gas, Water & Broadband	15,202.24	-	-	15,202.24	130.80
Insurance	129.28	-	-	129.28	244.00
Repairs and Renewals	4,583.01	-	-	4,583.01	-
Rates	4,138.89	-	-	4,138.89	-
Heath & Safety	956.00	-	-	956.00	639.06
Fit Out New S&GC	-	-	-	-	10,671.85
Cleaning	2,079.65	-	-	2,079.65	-
Grounds	564.13	-	-	564.13	-
Sub total	27,653.20	-	-	27,653.20	11,685.71
Castle 6th Form/ HQ Redevelopment					
Legal	-	-	-	-	3,940.90
Move/Rent/Containers	-	-	-	-	5,971.58
Sub total	-	-	-	-	9,912.48
Other Expenses					
Summer Camp 23	-	-	-	-	4,323.23
Audio-Visual & IT Equipment	17,336.13	-	-	17,336.13	-
Bank Charges	60.00	-	-	60.00	-
Civic Responsibility	-	-	-	-	55.00
Sub total	17,396.13	-	-	17,396.13	4,378.23
Total Gross Expenditure	57,244.04	-	-	57,244.04	29,459.57
Asset and investment purchases, etc.					
	-	-	-	-	-
Total payments	57,244.04	-	-	57,244.04	29,459.57
Net of receipts/(payments)	5,393.78	-	-	5,393.78	21,347.66
Transfers between funds					
	-	-	-	-	-
Cash funds last year end	88,265.88			88,265.88	66,918.22
Cash funds this year end	82,872.10			82,872.10	88,265.88

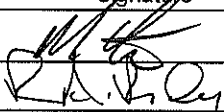

Kenilworth District Scout Council

Statement of assets and liabilities at the end of the year

	31/03/2025				31/03/2024
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
CAF Cash - OP Acc	17,982.27	-	-	17,982.27	15,322.79
CAF Gold Acc	64,889.83	-	-	64,889.83	72,943.09
Total cash funds	82,872.10	-	-	82,872.10	88,265.88
Other monetary assets					
Castle 6th Form Rent due	-	-	-	-	-
Debts due from the County/Area/District/Group (CLE Capitation)	4,369.00	-	-	4,369.00	-
	-	-	-	-	-
Sub total	4,369.00	-	-	4,369.00	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Other stock	-	-	-	-	-
Land and buildings	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-
Other	-	-	-	-	-
Sub total	-	-	-	-	-
Liabilities					
Accounts not yet paid - Ken School rent etc. not yet invoiced	8,160.00	-	-	8,160.00	8,160.00
Expenses incurred but not invoiced	-	-	-	-	-
Rent for C6F paid in advance	-	-	-	-	-
Donations outstanding	-	-	-	-	900.00
Other liabilities	-	-	-	-	-
Sub total	8,160.00	-	-	8,160.00	9,060.00
	79,081.10	-	-	79,081.10	79,205.88

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 3rd September 2025 and signed on their behalf by

Signature	Print Name	
	M A EARLES	Chair
	R. A. Busby	Treasurer

Notes 2024/25					
Kenilworth School C6F rent due but not invoiced: £160wk x (13+38) = 51wks				£	8,160.00
Donation to Kenilworth School for use of Minibus for SC 22				£	420.00
Capitation late from 1st ken				£	4,369.00

Notes 2023/24					
Kenilworth School C6F rent due but not invoiced: £160wk x (13+38) = 51wks				£	8,160.00
Donation to Kenilworth School for use of Minibus for SC 22				£	420.00