

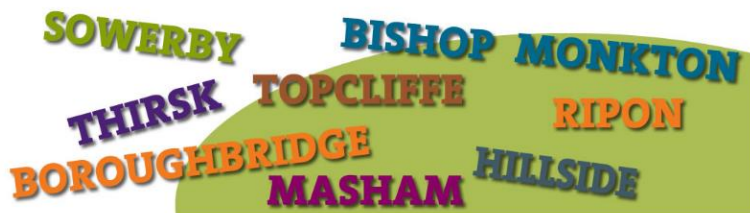


Ripon & District Scout Council

Annual General Meeting

7pm Monday 24th June 2024
(Hillside Scout HQ, Knayton)

	Page(s)
Agenda	2-3
Minutes from the District AGM 2023	4-6
District Chair's Report	7
District Commissioner's Report	8
Statement of Accounts 2023-24	9-12
Independent Examiner's Report	13



RIPON & DISTRICT SCOUT COUNCIL
Annual General Meeting

24TH JUNE 2024 7PM
Hillside Scout HQ, Knayton

AGENDA

- 1. Introduction and welcome**
- 2. Apologies for absence**
- 3. Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 17th July 2023
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the District's financial year
 - a. 1st April 2024 to 31st March 2025
 - d. Approve appointed and community members of the District Scout Council
 - e. Agree the number of members that may be appointed to the Trustee Board
 - a. Proposed: 12
 - f. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)
 - a. Proposed: meetings of the Scout Council: 15 Members
 - b. Proposed: meetings of any sub-Committees: 3 Members
- 4. Review of the previous year**
 - a. The District Lead Volunteer's review of Scouts in Ripon & District
 - b. Receive and consider the Annual Report of the District Trustee Board, including the annual Statement of the Accounts
- 5. Making appointments**
 - a. Appoint the District Chair, following recommendation from the open selection process initiated by the District Trustee Board
 - a. Position Vacant – Acting Chair
 - b. Appoint the District Treasurer, following recommendation from the open selection process initiated by the District Trustee Board
 - a. Position Vacant- Acting Secretary
 - c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board

- d. (Re-)appoint District President and/or Vice Presidents
 - a. Honorary President: John McGrath
 - b. Honorary Vice President; Marjorie McGrath
 - c. Honorary Vice President; Eric Fell
 - d. Honorary Vice President; Shirley Fell
 - e. Honorary Vice President; Tim Jones
- e. Appoint Independent Examiner
 - a. Proposed: Claire Mercer – Calculated Ltd
 - i. Proposed by Sarah Slade, Seconded by Matt Rea
- f. Nominate representatives of the District Scout Council to represent the District on the County Scout Council
 - a. Ian Bardon: Proposed by Jon Goom, seconded by John Lockwood

6. Awards- DC John Lockwood

7. Closing remarks- Chair of the Trustees



Ripon and District Scout Council

Annual General Meeting 2023

7pm on Monday 17th July 2023 (Hillside Scout HQ, Knayton)

Minutes of the AGM

Item 1: *Welcome & District Chair's Opening Remarks.*

Chair Matt Rea opened the meeting and welcomed the assembled attendees.

Item 2: *Apologies for Absence.*

Apologies received from;

David Forster, Martin Renton, John & Majorie McGrath, Eric Campbell

Item 3: *Minutes of the Annual General Meeting 2022.*

Proposed by: Ian Bardon

Seconded by: Sarah Slade, Jon Goom and a show of hands

Item 4: *Undertake governance oversight*

- *Adopt the constitution of Ripon & District Scout Council*
 - The constitution was unanimously agreed
- *Agree date of Ripon & District Scout Council financial year: 1st April 2023 to 31st March 2024*
 - The date was unanimously agreed
- *Agree number of members that may be elected to the Trustee Board: 4-6.*
 - The number of members was unanimously agreed

Item 5: *Agreed quorum of members for each:*

- *meetings of the Scout Council: 15 Members*
- *meetings of the Trustee Board: 8 Members*
- *meetings of any sub-Committees: 3 Members*
 - The quorum members were unanimously agreed

Item 6: *Receive & Consider The District Annual Report & Statement of Accounts for 2022-2023.*

-Proposed by Jon Goom

-Seconded by Sarah Slade – no questions all unanimously agreed

Item 7: Election and Appointment of Ex-Officio Members to the District Trustee Board for 2023-2024.

- District Chair: **Matt Rea**
 - District Commissioner: **John Lockwood**
 - District Youth Commissioner: **Henry Morley**
 - District Secretary: **David Forster**
 - District Treasurer: **Sarah Slade**
 - District Explorer Scout Commissioner: **Roz Bardon** (Acting)
 - District Network Commissioner: **Adam Dickson**
 - District Badge Secretary: **Andrea Taylor**
- All Unanimously agreed

Item 8: Election and Appointment of members to the District Trustee Board for 2023-2024.

Elected Members. Nominations (or self-nominated):

- **Ian Bardon** Seconded by John Lockwood
 - **Aimée Rea** seconded by Jon Goom.
 - **Donna Fleming** seconded by Matt Rea.
 - **John Aubrey de Lavenu** Seconded by John Lockwood.
 - **Tilly Law** Seconded by Martin Renton
 - **Tessa Danby** Seconded by John Lockwood
- All Unanimously agreed

Nominated Members.

Nominated by the District Commissioner in consultation with the District Chair.

- **Jon Goom**
 - **Mike Collins**
 - **Anne Collins**
 - **Sarah Rands**
- All Unanimously agreed

Item 9:

Appointment of President & Vice Presidents

- Honorary President: **John McGrath**
 - Honorary Vice President; **Marjorie McGrath**
 - Honorary Vice President; **Eric Fell**
 - Honorary Vice President; **Shirley Fell**
 - Honorary Vice President; **Tim Jones**
- All Unanimously agreed

Appointment of an auditor, independent examiner for 2023-2024

- Item 10:**
- **Clare Mercer:** Proposed by Sarah Slade, Seconded by Matt Rea

- This was unanimously agreed

Item 11: Election of the Representative to the North Yorkshire County Scout Council for 2023-24.

- **Jon Goom:** Proposed by John Lockwood, seconded by Martin Renton. The council was advised by David Forster that this was no longer required.

Presentation of David Burnett award.

Item 12: Lead by DC John Lockwood. Presented to River Beacon from 6th Ripon via Ian Bardon as River was not able to make it to AGM.

Item 13: County Representative.

No County representative was present

Item 14: Closing Remarks.

Lead by DC John Lockwood and Chair Matt Rea. General thanks to all present tonight, the Trustee Board, all GSLs and Section Leaders, Volunteers & Helpers and Young People who partake in Scouting in Ripon & District

Those present at the AGM: Tilly Law, Jon Goom, Harry Goom, Connor Bryne, Stephen Spencer, Joanne Mays, Oliver Mays, Ian Bardon, Eric Fell, Shirley Fell, Andrea Taylor, John Lockwood, Iris De Wet, Donna Hays, Sarah Rands, Steve Hall, Liz Hall, Mike Colins, Anne Collins, Tessa Danby, Adam Dickson, Jon Aubrey de Lavenue, Brian Hams, Sarah Slade, Matt Rea, Aimée Rea, John Roberts

District Chair's Report 2024

As another year ends, we can reflect on another full programme of activity across the District. In addition to Group and Section events this year has seen District Activity ranging from both Cub and Scout Camps, a District Beaver Day and a memorable St George's day event that saw the entire District assemble on Sutton Bank to renew our Scout promises. Events like are not possible without leaders across the District giving up their time to organise and run the events; for which I offer sincere thanks.

The District Trustee Board continues to oversee District matters. Many thanks to them all for their time and assistance this year. The board is looking to appoint a new chair, as I will be vacating the position after the AGM, as well as a new secretary so if you are interested in being appointed to either position then please get in touch.

Finally; I would once again like to say a big thanks to John Lockwood for continuing to serve as District Commissioner, now known as District Lead Volunteer, as well as the ADC team and all the leaders and DAS members in the district who do a fantastic job of running Scouting in Ripon & District.

Matt Rea

District Chair

District Commissioner's Report

We have seen growth in all our sections from our Squirrel's to our Explorers with most groups now reporting full sections and waiting lists as well.

As a voluntary organisation our appeal to young people is second to none and we meet and deliver a program and activities for the expectations of all our members in this current time.

We are in a year of transformation, a lot of changes are occurring both in the full view of all our members and quietly behind the scenes to improve and rejuvenate our organisation.

Our young members have been busy gaining their badges and higher awards, we are without a doubt one of the highest achievers of these awards in the county and considering the time it takes to gain some of the awards, its no small achievement.

The district came together for our St Georges day celebration above the White Horse in Kilburn where we had a short service and renewed our promises before parading around Sutton bank to the visitors centre. Many thanks to 1st Thirsk for organising the event.

The leaders have been busy renewing their permits and training for new permits, the more we can do in this respect the better the experience we can give our young people.

A lot more of the leader training is online, but if there is a specific course that will benefit our young people and the district then I encourage leaders to speak to their Group scout leaders or contact me directly. Some of our scouts and explorers have gained their personal water permits and some will be using them towards their Silver DofE expeditions, well done to all of them.

We still have a challenging year ahead of us, we need to recruit more uniformed leaders and I hope some of the parents of our young people will help us achieve this along with encouraging others to be more active. We are looking for members for specific roles on the executive, so if you know a parent or person who would like to help please let me know. We have seen new rules come in over this last year especially around governance and new ways of doing things and there are still more, probably, to come, but I am sure we will meet these challenges as we always do.

I would like to say a very big THANK YOU to you all for the hard work and dedication that you give to Scouting.

Have a great summer and a well earned holiday.

Yours in Scouting

John Lockwood.

District Commissioner

Ripon and District Scout Council
Year Ending 31st March 2024

NOTES TO THE ACCOUNTS YEAR-ENDING 31.03.24

Overall

The result of income less expenditure for the year is a deficit of (£2,844.50)
 Income of £47,934 (2023: £62,537) and Expenditure of £50,779 (2023: £64,360)
 NB 2023 income & expenditure included £16K related to the Jamboree income & expenditure

Detailed comments are in the Notes on the I&E tab

Explorers

Spitfire

A surplus of £1,240.39 for the year increased their funds to £1,860.68 All held in their own bank account

White Horse

A deficit of (£135.56) for the year decreased their funds to £1,722.90. All held in their own bank account

An historic balance of (£366.48) deficit within the District bank account (ie owed from WH to District) was written off in the year as agreed by the Trustees

Fountains

A surplus of £327.47 for the year increased their funds to £417.47
 £288.20 in cash held by Fountains and £129.27 held within the District bank account

Badge income & expense

The result of income less expenditure was a deficit of £432.54
 This includes £820 for Jubilee badges issued FOC

Badge stock

Badge stock decreased from £3,375 to £3,201 (5% decrease)

The obsolescence provision remains at £2,000. To be reviewed next year if the stock value decreases

Bank Interest and Charges

£1,004.50 interest received on the Skipton BS account. The interest rate: 1.8%
 (Rate increased to 5.25% from 12.09.23)
 £12.35 interest received on the HSBC savings account

£66.80 bank charges incurred with HSBC until the account was transferred in September 2023 to Lloyds bank and the HSBC account closed
 Lloyds bank do not currently apply bank charges

District Events

See attached sheet
 5 events held in the year

Receipts and Payments account

	Receipts 2024	Receipts 2023	Payments 2024	Payments 2023	Notes on 2024 receipts & payments
Storage Rent			500.00	500.00	
Expenses Claimed			35.37	0.00	Leaders planning & District Challenge refreshments
Hall/Room Hire			0.00	117.00	
Equipment rebates	0.00	0.00	1,611.21	330.47	Trailer, grill, tables, shelter gutter, paddleboards, tents
Beavers	586.50	297.50	488.95	835.07	Includes District Beaver Day 14 Oct 2023 (pumpkin event)
Cubs	0.00	0.00	0.00	218.82	
Scouts	334.50	0.00	287.63	0.00	Includes Scout Hike Challenge
Explorers	8,436.84	7,869.80	7,136.54	7,334.55	
DAS	0.00	48.00	65.00	0.00	DAS uniform necker badges
Training	300.00	0.00	997.04	185.00	First Aid course, rifle shooting, bell-boating, tomahawk
Insurance	0.00	0.00	94.00	84.00	
Jamboree	0.00	16,136.00	2,400.00	16,171.30	8 x £300 agreed contribution re Jamboree 2023 entrants
AGM Costs	0.00	0.00	60.00	20.58	
Badges	4,000.18	4,105.33	4,432.72	3,513.46	
District Camps	2,430.00	2,550.00	1,783.67	1,993.31	Cub Camp & Scout Camp
Grants/donations	0.00	0.00	0.00	348.84	
Ducks	0.00	0.00	0.00	0.00	
DASQUEST	0.00	0.00	0.00	0.00	
Postage & Stationery	0.00	0.00	10.00	67.21	
Capital	0.00	0.00	573.46	2,779.72	£365.42 Throwing Angels & £208.04 hammocks - cords, dry bag, bungees
Printing	0.00	0.00	0.00	0.00	
District Website	0.00	0.00	79.13	62.39	
Capitation Refunds	0.00	0.00	0.00	808.00	
Capitation	30,475.00	30,840.80	29,820.00	28,264.50	
Gift Aid (HMRC)	254.32	381.01	254.32	381.01	
Sundries	100.00	.00	83.00	189.85	£63 N Trust membership, £20 Remembrance Day wreath
Bank Interest/Fees	1,017.00	308.89	66.80	155.16	
	47,934.34	62,537.33	50,778.84	64,360.24	
LESS Payments	(50,778.84)	(64,360.24)			
Surplus/(deficit)	(2,844.50)	(1,822.91)			
Total Reserves as at 31.03.24					
b/fwd reserves at 01.04.23	68,380.58				
Surplus/(deficit)	(2,844.50)				
Reserves as at 31.03.24	65,536.08				

Balance Sheet as at 31.03.24

		31.03.24 £	31.03.23 £
Current Assets			
Cash	Petty Cash - Fountains ESU	288.20	-
	Petty Cash - White Horse ESU	-	-
	Petty Cash - Spitfire ESU	-	16.06
	Petty Cash - Badge account	.00	.00
Bank	HSBC ...801	.00	2,552.28
	HSBC Trip A/c ...856	0.0	6,778.15
	Lloyds ...760	5,014.24	-
	Lloyds - Savings ...563	10,100.15	-
	Lloyds - White Horse ESU	1,722.90	1,858.46
	HSBC - Spitfire ESU	1,860.68	604.23
	Lloyds- Fountains (within a/c ...760)	£129.27 at 31.03.24	-
Credit Card	Soldo A/c Used for badge purchase	-	533.15
Building Society	Skipton BS	46,810.16	55,805.66
Badge Stock		3,200.52	3,375.23
Less Badge stock obsolescence provision		(2,000.00)	(2,000.00)
Other debtors		-	-
Prepayments		-	-
Total Current Assets		66,996.85	69,523.22
Total Assets		66,996.85	69,523.22
Current Liabilities			
Other Creditors	Badge Floats	1,185.77	1,142.64
	Deposit 1st Aid Training 8-10 Apr24	275.00	-
Total Current Liabilities		1,460.77	1,142.64
Total Assets less Liabilities		65,536.08	68,380.58
Reserves			
Surplus b/fwd		68,380.58	70,203.49
Surplus/(deficit) (Current Year)		(2,844.50)	(1,822.91)
		65,536.08	68,380.58
Difference		-	-

Reserves Allocation

		31.03.24	31.03.23
General Account		3,713.07	7,659.31
Adult Support & Training	Designated	7,021.96	7,719.00
International Fund	Designated	3,800.00	3,800.00
Explorer Fund	Designated	3,500.00	3,500.00
Equipment Fund	Designated	-	-
Development Fund	Designated	2,500.00	2,500.00
Activity Centre Fund	Designated	41,000.00	41,000.00
White Horse Fund ESU	Designated	.00	(366.48)
White Horse ESU - (Lloyds a/c)	Designated	1,722.90	1,858.46
Spitfire Fund ESU (HSBC a/c)	Designated	1,860.68	620.29
Fountains ESU Fund	Designated	417.47	90.00
		65,536.08	68,380.58

Reserves and Designated Funds movement

	31.03.23	Receipts	Payments	31.03.24
General Account	7,659.31	38,801.77	(42,748.01)	3,713.07
Adult Support & Training	7,719.00	300.00	(997.04)	7,021.96
International Fund	3,800.00	-	-	3,800.00
Explorer Fund	3,500.00	-	-	3,500.00
Equipment Fund	-	-	-	-
Development Fund	2,500.00	-	-	2,500.00
Activity Centre Fund	41,000.00	-	-	41,000.00
White Horse Fund ESU (within D)	(366.48)	-	366.48	.00
White Horse Fund ESU - (Lloyds)	1,858.46	2,994.00	(3,129.56)	1,722.90
Spitfire Fund ESU (HSBC bank)	620.29	4,743.57	(3,503.18)	1,860.68
Fountains Fund ESU (within Dist)	90.00	1,095.00	(767.53)	417.47
	68,380.58	47,934.34	(50,778.84)	65,536.08

Explorer unit accounts

Period: 01.04.23-31.03.24

White Horse explorer unit

Receipts	2,994.00	
LESS Payments	(3,129.56)	
Deficit for the year	<u>(135.56)</u>	
Balance brought forward	1,858.46	
Balance carried forward	<u><u>1,722.90</u></u>	bank statement 31.03.24

Fountains explorer unit

Lloyds Bank (within District account)

Receipts	435.00	
LESS Payments	(395.73)	
Surplus for the year	<u>39.27</u>	
Balance brought forward	90.00	
Balance carried forward	<u><u>129.27</u></u>	

Petty Cash

Receipts	660.00	
LESS Payments	(371.80)	
Surplus for the year	<u>288.20</u>	
Balance brought forward	.00	
	<u><u>288.20</u></u>	

Total	<u><u>417.47</u></u>	
-------	----------------------	--

Spitfire explorer unit

Receipts	4,656.50	
LESS Payments	(3,400.05)	
Surplus for the year	<u>1,256.45</u>	
Balance brought forward	604.23	
Balance carried forward	<u><u>1,860.68</u></u>	bank statement 31.03.24

Petty Cash

Receipts	87.07	
LESS Payments	(103.13)	
Deficit for the year	<u>(16.06)</u>	
Balance brought forward	16.06	
	<u><u>.00</u></u>	

Independent Examiners Report 2023/2024

LT700006 - Independent Examiner's Report to the Trustees (July 2019)

Template 2: Unqualified report for a non-company charity preparing accruals accounts with a gross income of £250,000 or less in the relevant financial year

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

I report to the trustees on my examination of the accounts of the Ripon and District for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the Ripon and District 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 Ripon and District 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 Ripon and District as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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:



Name: Neil Mercer FCCA

Address: Holly House
Carlton Miniott
Thirsk
YO7 4NJ

Date: 19/6/2024