

**Harrogate & Nidderdale District Scout Council**  
**Annual General Meeting Minutes**  
**Monday 23rd June 2025, 7:30pm**  
**Christ Church Parish Centre, Harrogate**

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## **1. Welcome**

Jean Laight, Chair of the District Trustee Board, opened the meeting by welcoming everyone, especially our guests:

- Councillor Chris Aldred, Mayor of Harrogate
- Hannah Eustace, Chair of North Yorkshire County Scouts
- Leaders and volunteers from across the District

Jean also invited us to take a moment to remember Jacqui Walker, a former Assistant District Commissioner for Beaver Scouts and Beaver Leader at 15<sup>th</sup> Harrogate who sadly passed away earlier this year.

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## **2. Apologies**

Apologies were received from:

Alan Ross, Iain Shaw, Zoe Curtis, Pat Walsh, Ivan Chamberlain

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## **3. Governance Updates**

### **Approval of 2024 Minutes**

Minutes of the last AGM held on 10<sup>th</sup> June 2024 were reviewed by the District Trustee Board at their meeting held on 08 July 2024 and were provided for review to the District Scout Council prior to the AGM.

Last year's AGM minutes (from 10th June 2024) were reviewed and approved by the District Scout Council.

*Proposed: Jean Laight | Seconded: Christine Turner | Outcome: Approved*

### **Model Constitution Adoption**

The District agreed to adopt the model constitution from POR Chapter 5c2.

*Proposed: Jean Laight | Seconded: Petra Koristkova | Outcome: Approved*

### **Financial Year Confirmation**

The District's financial year remains 1st April to 31st March.

### **Trustee Board Composition**

The District Scout Council agreed the number of people appointed to the Trustee Board. It was agreed that the Trustee Board shall comprise up to 10 members. This includes ex officio and co-opted Trustees.

*Proposed: Jean Laight | Seconded: David Leonard | Outcome: Approved*

## Quorum for Future Meetings

The quorum for future District Scout Council meetings was set at 15 members.

*Proposed: Jean Laight | Seconded: Mike Higlett | Outcome: Approved*

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## 4. Looking Back on the Year

### District Lead Volunteer's Review

Karsten Hartmann shared highlights from the past year, including membership growth, campsite improvements, and exciting plans ahead. His full report is included in the Trustees' Annual Report 2025.

### Annual Report & Accounts

The Trustee Board has approved the Annual Report and Statement of Accounts.

Shane Delaney, District Treasurer, gave a brief overview. His report is included in the Trustees' Annual Report 2025.

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## 5. Making Appointments

There were no changes to the Board of Trustees this year, as all current members remain within their three-year term and no resignations were received. The only formal appointment required at this year's AGM was therefore that of the Independent Examiner.

The District Scout Council agreed that Tim Jones be reappointed as Independent Examiner for the new financial year (2025 – 2026).

*Proposed: Jean Laight | Outcome: Approved by show of hands*

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## 6. Community Giving

A donation of £230 raised at the St George's Day Parade 2025 will be given to The Police Children's Charity, supporting families facing difficult circumstances.

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## 7. Guest Reflections

**Hannah Eustace**, Chair of North Yorkshire County Scouts, praised the District's energy and progress, especially around campsite development and volunteer support.

**Mayor Chris Aldred** shared his pride in being the President of Harrogate and Nidderdale Scouts as part of his role as Mayor and spoke warmly about Scouting's role in building stronger communities.

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## 8. Closing

Jean Laight thanked everyone for attending and confirmed the next AGM will be held on:

**Monday 15th June 2026**

Refreshments followed, and the meeting was closed.



# HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL

## Trustees' Annual Report 2025

For the period

From (start date)

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to end date

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### 1. Section A: References and Administration details

Charity Name:	Harrogate and Nidderdale District Scout Council
Registered Charity Number:	702344
HQ registration number:	10001796
Charity's principal address:	Culross House 20 Omega Street HG1 2BZ Harrogate, North Yorkshire

Names of the charity trustees who manage the charity:

Ex-Officio Members	Office (if any)	Appointed	Resigned
Karsten Hartmann	District Lead Volunteer	01-Feb-22	
Henry McBratney	District Youth Lead	29-Jun-18	
Elected Members		Appointed	Resigned
Dr Jean Laight	District Chair	10-Jun-24	
Shane Delaney	District Treasurer	10-Jun-24	
James Porter	District 14-24 Lead	10-Jun-24	
Dr Simon Rollinson	District Digital Lead	10-Jun-24	
Luke Harrison	District Programme Team Lead	10-Jun-24	
Jillian Connors		10-Jun-24	
Bryan Wilson		10-Jun-24	
Imogen Sinclair		10-Jun-24	
Rachel Capstick		21-Jun-21	10-Jun-24
Claire Lowcock	District Secretary	18-Jul-22	10-Jun-24
Tom Sadler	District Treasurer	09-Oct-23	10-Jun-24

Name and addresses of advisers:

Independent Examiner: Tim P Jones, FCCA  
**TP Jones & Co LLP**  
23 Victoria Avenue  
Harrogate  
HG1 5RD

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## **2. Section B: Structure, Governance and Management**

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### **Description of the Charity's trusts:**

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 charity is a trust, established under its rules that are common to all Scouts. The Trustees are appointed in accordance with the Policy Organisation & Rules (POR) of The Scout Association and in line with the District's Open Selection Process for Trustees Policy.

The Harrogate and Nidderdale District Scout Council has adopted the model Constitution as outlined in POR.

### **Additional governance issues:**

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 District Board of Trustees exists to support the District Lead Volunteer in meeting the responsibilities of their appointment. Trustees must act collectively as charity trustees of the Scout District, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association.
- Protect and maintain any property and equipment owned by and/or used by the District.
- Manage the District finances.
- Provide insurance for people, property, and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally.
- Ensure that a positive image of Scouting exists in the local community.
- Ensure that Young People are meaningfully involved in decision making at all levels within the District.
- The opening, closure and amalgamation of Groups, Explorer Scout Units and Scout Network in the District as necessary.
- Supervising the administration of Groups, particularly in relation to finance and the trusteeship of property.

### **Risk and Internal Control:**

The District has systems of internal control in place 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.

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## **3. Section C: Objectives and Activities**

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### **Summary of the objectives of the charity as set out in its governing document:**

#### **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.

#### **The Values of Scouting**

We act with care, respect, integrity, and cooperation, exploring our own and others' beliefs. As Scouts we are guided by these values:

<b>Integrity:</b>	We act with integrity; we are honest, trustworthy, and loyal
<b>Respect:</b>	We have self-respect and respect for others
<b>Care:</b>	We support others and take care of the world in which we live
<b>Belief:</b>	We explore our faiths, beliefs, and attitudes
<b>Co-operation:</b>	We make a positive difference; we co-operate with others and make friends

#### **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.

The main activities of the Scout District are:

- Developing Scouting in the District.
- Supporting the Scout Groups and Explorer Scout Units in the District.
- Operating a Scout Shop and District Headquarters
- Providing adult training and activity training
- Operating Scout Campsite
- Providing events to support the youth programme

## Public Benefit Statement

The Harrogate and Nidderdale District meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

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## 4. Section D: District Lead Volunteer Report – Achievements and Performance

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Dear all,

I am delighted to share an update on the achievements of the Harrogate and Nidderdale District over the past year, along with the current priorities of the District Leadership Team.

Guided by our District Strategy and Development Plan, we continue to make significant strides in aligning our efforts with long-term objectives. Over the past twelve months, our commitment to supporting and developing Adult Volunteers has remained steadfast, with a particular focus on adventurous activities and the successful coordination of District-wide events.

Harrogate and Nidderdale is widely recognized as a go-to District for training support across the County and beyond.

Our Young Leaders Leadership Team has undergone some changes this year but remains dedicated to overseeing the training of Young Leaders. A proud milestone is the completion of training by many Young Leaders, who have now earned their Young Leaders Belt.

To further enhance accessibility and efficiency, we transitioned our Young Leader training online alongside the launch of the new MyMembership system in December 2024. This move allows Young Leaders to complete required modules at their own pace, accelerating their progression through the scheme.

The Programme Team continues to integrate seamlessly within the District, delivering activity training for Adult Volunteers, supporting Scout Groups with adventurous activities, and managing key District events. Notably, we've expanded the number of qualified permit holders, enabling greater participation in High Rope activities, Archery, and Tomahawk Throwing Sessions. Additionally, we've successfully facilitated permits for Hill Walking, Rock Climbing, and Nights Away, enriching our program and broadening experiences for Young People.

Throughout the year, our District has been vibrant with activity, featuring the London Monopoly Run, Remembrance Sunday, Bonfire Night, and the St. George's Day Parade. A standout event was the Activity Days at Thornthwaite, which provided two days of exciting adventures for Cubs, Beavers, and Squirrels.

Our Skills/Activities and Events Team has not only supported local initiatives but also played a key role at the County level, contributing to Junior Warrior, Beaver Damboree, Ignite, and the Larkin 24 Jamboree—cementing our reputation across North Yorkshire and beyond.

The District Leadership Team has welcomed several new Group Lead Volunteers over the last year; Andy Bielby as Group Lead Volunteer at 1st Pannal, Claire Jackson as Group Lead Volunteer at 20th Harrogate, Sarah Kew as Group Lead Volunteer at 1st Knaresborough, Kieran Jones as new Group Lead Volunteer at 1st Marston Moor, Zoe Curtis as Group Lead Volunteer at Upper Nidderdale and Kevin Langford as new Group Lead Volunteer at 14th Harrogate.

In addition, Greg Stewart has joined us as District Volunteer and Development Team Lead, ensuring we continue fostering growth and training for all volunteers.

To expand opportunities for Young People, we launched Peake ESU (15th Harrogate) and Shackleton ESU (7th Harrogate) and aim to establish another Explorer Unit at Christ Church Darley in September, alongside two new Squirrel dreys at 1st Knaresborough and 15th Harrogate.

Our focus on digital advancement has strengthened financial transparency and efficiency, including the introduction of pre-paid cards linked to our XERO accountancy system, streamlining financial oversight for Trustees while reducing the Finance Team's workload. Additionally, our District Scout Shop now operates a cashless payment system integrated with our new POS system.

At Thornthwaite, we've reached several major milestones, including renovations to the upstairs Leaders' area, a new Welfare room, kitchen improvements, and energy-efficient enhancements such as a new more energy efficient boiler for the toilet block.

Infrastructure updates, including new windows, a new entrance door, and improved heating controls, have further optimized efficiency and reduced utility costs. The campsite capacity has increased through site repairs and drainage improvements, supporting a self-service model that has been well received by visitors.

New activities at Thornthwaite now include Airsoft Rifle shooting and Sling Shoot target shooting using a dedicated range, ensuring safe and engaging experiences for our Young People. Crime prevention measures, including a CCTV system, provide additional security for this remote location.

As part of the #Skills for Life initiative, the Scout Association has modernized our volunteer framework, making Scouting more inclusive, accessible, and relevant. The transition to the new Membership and Learning platform concluded in December 2024, bringing exciting opportunities despite ongoing refinements to the MyMembership system, which continues to evolve for improved user experience.

In closing, I extend my heartfelt appreciation to each and every volunteer in Harrogate and Nidderdale. Whether visible or behind the scenes, your contributions are truly invaluable. Your dedication and passion are the driving forces behind the continued success of Scouting in our District.

Thank you all for your exceptional service!

***Karsten Hartmann***

District Lead Volunteer | Harrogate and Nidderdale District Scouts

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## 5. Section E: Financial Review

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### Reserves Policy

The Trustees have reviewed the District's financial strategy with a view to setting general reserves at a level sufficient to cover its running expenses should its income fall short, or if unforeseen emergencies or opportunities occur.

The District Trustee Board considers that the District should hold at least a sum equivalent to 12 months of normal running costs, approximately £40k.

This is in addition to unrestricted funds designated to meet the longer term aims of capital Investment in equipment and facilities and contributions towards new development projects.

The Operating Reserves Policy will continue to be reviewed annually.

### **Investment Policy**

The district has adopted a medium risk strategy for the investment of its funds. Surplus funds, approximately £100k are held in Investment Assets as per the District Investment Policy.

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## **6. Section F: Other Optional Information – District Contributor Reports**

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### **➤ District Board of Trustees - Report**

During this year, we have welcomed our new Chief Scout, Dwayne Fields, who was appointed in September 2024, succeeding Bear Grylls. The new blanket badge, 'Our New Patron', commemorating King Charles III, was launched in June 2024, at the time of our last AGM, and the new Space Activity badge was launched in March of this year, courtesy of astronaut Tim Peake. Scouting is certainly moving forward.

In October, I was present at the online AGM for the County Scout Council where I heard some interesting information, especially from Ian Hammond, the Regional Lead Volunteer for the North-East Region, who spoke about the top priorities. These are Safety, which is paramount, the Volunteering Experience – with the launch of digital tools, this will make things so much easier – and Growth. He told us that there are 57 million scouts around the world. Scouting is growing internationally.

In March, I attended the Regional Conference in Newton Aycliffe. This was very well run, interesting and informative, and gave me the opportunity to engage with other members of the region who were new to me. The workshops were relevant to modern scouting and looked towards the future of volunteering, while still acknowledging the skills and achievements of the past. Scouting has strong roots from which to grow.

More locally, in January, I was able to gain an insight into our Winter Camp which was extremely well organised and ran very smoothly. The new car parking provision, in a local car park rather than at the campsite, meant that parents and carers could drop off their young people, who were then taken by regular mini-buses to the campsite itself. During the weekend, I was able to go to the campsite, and I was very impressed by the signage and ease of movement around the area. Everyone I spoke to, both adults and young people, were friendly, welcoming and helpful. In spite of the cold, everyone looked like they were having a great time.

I am proud to be the Chair of the District Board of Trustees, noting that our young people are able to have fun in safe environments with volunteers who really care. Once again, I am in awe of the time and energy volunteers give to make the lives of our young people so rewarding and enriching.

My sincere thanks to you all.

***Dr Jean E Laight***

**District Trustee Board Chair | Harrogate and Nidderdale District Scouts**



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**7. Section G: Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<i>-Signature held on record-</i>	<i>-Signature held on record-</i>
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Full Name	Jean Laight	Karsten Hartmann
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Position (e.g. Chair)	District Chair	District Lead Volunteer
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Date	1	6	0	6	2	5
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# **Independent examiner's report to the Trustees of the Harrogate and Nidderdale Scout District**

I report to the trustees on my examination of the accounts of the **Harrogate and Nidderdale Scout District** for the year ended **31 Mar 2025**.

## **Responsibilities and basis of report**

As the charity trustees of the Harrogate and Nidderdale Scout 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 Harrogate and Nidderdale Scout 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 Harrogate and Nidderdale Scout District 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:

*T P Jones FCCA*  
*11/06/2025,*

Name: Tim P Jones

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

Address: 23 Victoria Avenue Harrogate, HG1 5RD

Date: 11/06/2025

# HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL (Charity no. 702344)

## Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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### Receipts and payments

	31-Mar-25			
	Unrestricted funds £	Restricted funds £	Endowment funds £	Total funds £
<b>Receipts</b>				
<b>Donations, legacies and similar income</b>				
Membership subscriptions	72,086	-	-	72,086
Donations	178	-	-	178
Legacies	-	-	-	-
Gift Aid	-	-	-	-
Other similar income	534	-	-	534
<b>Sub total</b>	<b>72,798</b>	<b>-</b>	<b>-</b>	<b>72,798</b>
<b>Grants</b>				
Other grants	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fundraising events (gross)</b>				
Bonfire Night	11,473	-	-	11,473
London Monopoly Run	8,923	-	-	8,923
Squirells Beaver Cub Scout Activity Day	2,395	-	-	2,395
Wintercamp	14,531	-	-	14,531
Other fundraising activities	510	-	-	510
<b>Sub total</b>	<b>37,832</b>	<b>-</b>	<b>-</b>	<b>37,832</b>
<b>District buildings income</b>				
Hire of building	51,047	-	-	51,047
Hire of equipment/activities	4,038	-	-	4,038
Scout Shop income	15,544	-	-	15,544
Other building income	-	-	-	-
<b>Sub total</b>	<b>70,629</b>	<b>-</b>	<b>-</b>	<b>70,629</b>
<b>Investment income</b>				
Bank interest	1,707	-	-	1,707
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Other investment income	4,903	-	-	4,903
<b>Sub total</b>	<b>6,610</b>	<b>-</b>	<b>-</b>	<b>6,610</b>
<b>Total Gross Income</b>	<b>187,869</b>	<b>-</b>	<b>-</b>	<b>187,869</b>
<b>Asset and investment sales, etc.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>187,869</b>	<b>-</b>	<b>-</b>	<b>187,869</b>

# HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL (Charity no. 702344)

## Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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### Receipts and payments

	31-Mar-25			
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
<b>Payments</b>				
<b>Charitable Payments</b>				-
Donation	680	-	-	680
Development projects	47,146	-	-	47,146
Membership subscriptions paid on (National/County/Area/District)	62,244	-	-	62,244
Youth programme and activities	45	-	-	45
Adult support and training	390	-	-	390
Water and sewerage	1,901	-	-	1,901
Electricity, gas and rates	10,597	-	-	10,597
Insurance	3,701	-	-	3,701
Repairs, renewals and maintenance	18,698	-	-	18,698
Admin materials and equipment	3,034	-	-	3,034
Travel expenses for volunteers	3,225	-	-	3,225
Broadband, telephone and postage	1,305	-	-	1,305
Shop purchases	13,848	-	-	13,848
AGM and trustee expenses	161	-	-	161
Other costs	351	-	-	351
<b>Sub total</b>	<b>167,326</b>	<b>-</b>	<b>-</b>	<b>167,326</b>
<b>Fundraising expenses</b>				
Remembrance Sunday	28	-	-	28
St George's Day	1,417	-	-	1,417
London Monopoly	8,859	-	-	8,859
Squirrels Beaver Cub Scout Activity Day	1,661	-	-	1,661
Bonfire Night	11,089	-	-	11,089
Winter Camp	12,098	-	-	12,098
Other costs	40	-	-	40
<b>Sub total</b>	<b>35,192</b>	<b>-</b>	<b>-</b>	<b>35,192</b>
<b>Total Gross Expenditure</b>	<b>202,518</b>	<b>-</b>	<b>-</b>	<b>202,518</b>
<b>Asset and investment purchases, etc.</b>	-	-	-	-
<b>Total payments</b>	<b>202,518</b>	<b>-</b>	<b>-</b>	<b>202,518</b>
<b>Net of receipts/(payments)</b>	<b>- 14,649</b>	<b>-</b>	<b>-</b>	<b>- 14,649</b>
<b>Transfers between funds</b>	-	-	-	-
<b>Cash funds last year end</b>	-	-	-	-
<b>Cash funds this year end</b>	<b>- 14,649</b>	<b>-</b>	<b>-</b>	<b>- 14,649</b>

# HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL (Charity no. 702344)

## Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-24	To	31-Mar-25
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## Statement of assets and liabilities at the end of the year

	31-Mar-25			
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
<b>Cash funds</b>				
Bank current account	30,748	-	-	30,748
Bank savings account	57,003	-	-	57,003
William Claringbold (held in Current account)	- 336	336		
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	-
<b>Total cash funds</b>	<b>87,415</b>	<b>336</b>	<b>-</b>	<b>87,751</b>
<b>Other monetary assets</b>				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>				
Investment Account - JP Morgan	34,814	-	-	34,814
Investment Account - Black Rock Charities	35,719	-	-	35,719
Investment Account - M&G Investment	30,366	-	-	30,366
<b>Sub total</b>	<b>100,899</b>	<b>-</b>	<b>-</b>	<b>100,899</b>
<b>Non monetary assets for charity's own use</b>				
Shop stock	6,270	-	-	6,270
Land and buildings	1,750,886	-	-	1,750,886
Motor vehicles	-	-	-	-
Other	-	-	-	-
<b>Sub total</b>	<b>1,757,156</b>	<b>-</b>	<b>-</b>	<b>1,757,156</b>
<b>Liabilities</b>				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>1,945,470</b>	<b>336</b>	<b>-</b>	<b>1,945,806</b>

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 16th June 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

signature held on record	<b>Karsten Hartmann</b> District Lead Volunteer
signature held on record	<b>Shane Delaney</b> Treasurer