

Minutes of Guildford West Scout Council AGM held 21.09.23.

1. Introduction and Welcome:

Andrew Kemp welcomed everybody to the meeting and thanked 1st Normandy for hosting the meeting. He also welcomed our president The Mayor Guildford Councillor Masuk Miah, along with Joe Rogerson County Commissioner and his Deputy Julia Kielstra.

2. Apologies for Absence:

Tony, Carol and Alexis Shirliff, Cath Anderson.

3. To Approve Minutes of the Meeting held 14.07.22.

One correction noted Julia Kielstra was missed from the attendance list. Proposed by Josh Goodwin, seconded by Jonathan Gasson.

4. Governance Topics:

A: Adopt model constitution from Policy Rules and Organisation to change to a Trustee Board: Proposed by Neil Wibberley and seconded by Colin Bridger.

B: Note the District's Financial Year- 1st April to 31st March

C: Agree numbers of members that maybe elected to the trustee board- 5 members is the board proposal. Proposed Richard Kirwin and seconded by Calum Owen.

D: Agree the quorum for each District Scout Council(including the AGM), Trustee Board and any sub committee meetings. Proposal by the board 6. Proposed by Josh Goodwin and seconded by Colin Bridger.

All governance topics were agreed.

5. Review of the Previous Year

A: The District Commissioner's Review of Scouting in Guildford West. Quentin's report was circulated, he drew attention to the fact that there is a lot of demand for scouting in the area, but that Adult recruitment was an issue for us. Two new troops had been started during the year. He thanked everybody for the work that they did and drew attention to the long service of Peter Hurst and Neil Wibberley who have exceeded the 10 year service length in Assistant District Commissioner roles.

B: To receive and consider the Annual Report of the District Trustee Board including the Annual Statement of Accounts. Ian Barnett drew attention to the accounts, there is minor error on line 3 on page 3 in relation to the 21/22 accounts and that the scrutineer's certificate is a temporary certificate caused by a computer error, the accounts have been scrutineered correctly and approved by the board. The district is in a healthy position financially and the accounts reflected the increased activity in the sections in particular the Scout Section. The board does have concerns about the trading position of the jointly owned Scout Shop as it continues to trade at a loss, this matter will be raised with our

partners in Guildford East. There were no questions to the treasurer and the accounts were adopted.

6. Making appointments:

A: To reappoint the President- it was approved that the Mayor of Guildford would continue to be the District President.

B: To note any other supporters who may be admitted to membership of the District Scout Council, by the District Commissioner, The District Trustee Board or the District Scout Council. - None proposed.

C: To approve the District Commissioner's nomination of the District Chair. Andrew Kemp, position approved.

D: Election of District Secretary/notetaker- Position vacant.

E: Election of District Treasurer: Ian Barnett- Position Approved.

F: Election of members to the District Trustee Board: Neil Wibberley, Alexis Shirliff and Tony Shirliff. Positions approved.

G: To approve the District Commissioner's nominations to the District Trustee board: Carol Shirliff and Cath Anderson, Peter Hurst to continue as an Ex Officio member. Positions approved.

H: To appoint the scrutineer- Decision deferred to the trustee board.

I: To nominate representatives of the District Scout Council to represent the District on the County Scout Council- Jonathan Gasson- position approved.

7. Any other business:

A: The Mayor made some short remarks and thanked everybody for their work.

B: The County Commissioner thanked everybody for their hard work and support.

The meeting closed at 20.35.

Guildford West District Receipts and Payments Account

Year start date

Year end date

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2021/22	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	22,276	21,245
Less: Membership subscriptions paid on (National/County/Area/District)	-	-
Net membership subscriptions retained	3,507	21,245
Donations	56	14
Insurance Refund	126	
Gift Aid		
Guildford Scout and guide shop	5,000	
Sub total	8,689	21,259
Grants		
Maintenence grant	-	-
Other grants		
Sub total	-	-
Fundraising (gross)		
Chief Scout Award / St. Georges Day / Jamboree / County AGM		2,660
Scouts / Network / Training	3,589	8,984
Beavers / Cubs	2,400	36
Correction from 2022 accounts. £20 Explorer receipt		20
Jacobs Well		
Stoughton Scout Group		
Wood Street		
Sub total	5,989	11,701
Investment income		
Bank interest	6	259
Building Society interest	-	-
The Scout Association Short Term Investment Service		
Property Rent income	-	-
Other investment income	-	-
Sub total	6	259
Total Gross Income	14,684	33,219
Asset and investment sales, etc.	-	-
Total receipts	14,684	33,219

Guildford West District Receipts and Payments Account

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2021/22	2022/23
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments	-	-
Youth programme and activities		
Adult support and training	609	350
Rent		
Water and Sewerage		
Electricity and Gas		
Bank Charges	96	72
Repairs and Renewals		
Materials and equipment		
General Expenses		
Contribution to camp costs		
Uniforms		
AGM and trustee expenses	158	154
Jacobs Well Beavers		
Stoughton Scout Group		
Wood Street Beavers		
Loki		
Sub total	863	576
Fundraising expenses		
Beavers/Cubs	1,780	570
Scout/Explorer Network/Jamboree	3,619	15,657
District Camp/donations etc	214	200
St Georges Day		434
Sub total	5,613	16,861
Total Gross Expenditure	6,476	17,437
Asset and investment purchases, etc.	-	-
Total payments	6,476	17,437
Net of receipts/(payments)	8,208	15,782
Cash funds last year end	33,594	41,802
Cash funds this year end	41,802	57,584

Statement of assets and liabilities at the end of the year

	2021/22 Unrestricted funds	2022/23 Unrestricted funds
	£	£
Cash funds		
Bank current account	634	21,709
Bank deposit account	41,169	35,876
Building society account	-	-
The Scout Association Short Term Investment Service	-	-
Cash/Floats	-	-
Total cash funds	41,802	57,585
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Other stock	-	-
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- Funds Held for Loki	-	-
Sub total	-	-

Contingent liabilities and future obligations

The Guildford East and Guildford West District Scout Councils are jointly responsible for any losses of the Guildford Scout and Guide shop. However, as at 31st March 2022, each districts share of the net assets was £28727

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 2023 and signed on their behalf by

Signature
Andrew Kemp
Ian Barnett

Print Name	
Mr Andrew Kemp	Chair
Mr Ian Barnett	Treasurer

Profit Loss

GUILDFORD WEST DISTRICT SCOUT COUNCIL

Registered Charity no: 1023710

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 MARCH 2023

2022	RECEIPTS	2023	2022	PAYMENTS	2023
22,276	Membership fees	0.00	18,769	Membership fees	0.00
0	Scout Shop	0.00	0	Scout Shop	0.00
0	Training/conferences	0.00	609	Training/conferences	0.00
0	Acitivities-Beavers	0.00	0	Acitivities-Beavers	0.00
2,400	Acitivities-Cubs	0.00	1,780	Acitivities-Cubs	0.00
3,589	Acitivities-Scouts	0.00	0	Acitivities-Scouts	0.00
	Explorers	0.00			
0	Jamboree	0.00	3,619	Jamboree	0.00
0	District camp	0.00	214	District camp	0.00
0	Postage, stationery, telephone, AGM	0.00	0	Postage, stationery, telephone, AGM	0.00
56	Donations & Fund Raising	0.00	0	Donations / Fund Raising	0.00
0	St Georges day	0.00	0	St Georges Day costs	0.00
0	Scoutabout	0.00	0	Scoutabout	0.00
5,000	scout & Guide shop		0	District Night Hike	0.00
0	Loki	0.00	0	Loki	0.00
0	Jacobs Well	0.00	158	Jacobs Well	0.00
6	Interest	0.00	96	Bank charges	0.00
126	Insurance refund		0	County activity	0.00
			0		0.00
33,453		0.00	25,245		0.00
	0 Excess of payments over receipts	0.00	8,208	Excess of receipts over payments	0.00
33,453		0.00	33,453		0.00

Balance Sheet

GUILDFORD WEST DISTRICT SCOUT COUNCIL

Registered Charity no: 1023710

BALANCE SHEET AS AT 31 MARCH 2023

2022 GENERAL FUNDS	2023	2022 ASSETS	2023
General accounts		Cash & bank balances	
33,594 Balance brought forward	41,802.85	Petty cash & floats	
8,208 Excess of receipts over payments	0.00	634 CAF cheque account	21,708.79
0 Excess of payments over receipts	0.00	41,168 CAF deposit account	35,876.02
		0 Unpresented cheque	0.00
41,802	41,802.85	41,802	57,584.81

Contingent Liability

The Guildford East and Guildford West District Scout Councils are jointly responsible for any losses of the Guildford Scout Centre and The Scout and Guide Shop. However, as at 31 March 2023 each Districts' share of the net assets amounted to £

Reconciliation

RECONCILIATION PER BANK BALANCES



Independent examiner's report to the trustees of Guildford West District Scout Council.

I report to the trustees on my examination of the accounts of the Guildford West District Scout Council for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Guildford West 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 Guildford West 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 Guildford West 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: Micheal Hammond

Name: Micheal Hammond

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

Address: 24 Belmont Avenue, Guildford, GU2 9UF

Date: 04.09.23