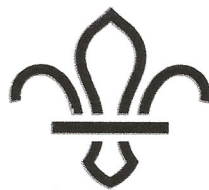


HILLINGDON WEST SCOUT DISTRICT

ANNUAL REPORT 2024



Scouts
Hillingdon West



Hillingdon West District Scout Council

Trustees Annual Report
For the period 1st April 2023 to 31st March 2024

References and Administration details

Charity name: Hillingdon West District Scout Council
Registered Charity number: 126901
Scout Registered number: 12233982

Charit's principal address: The Scout Headquarters
86 Sweetcroft Lane
Uxbridge. UB10 9LQ

<u>Trustee Name</u>	<u>Office</u>	<u>Dates acted if not whole year</u>
Jennipher Marshall-Jenkinson	District Chair	
Alan Stack	District Treasurer	
Jacqueline Turner		
Daniel D'Arcy		
Kera Patel		
Sandeep Patel		
Andrew Terry		
Yvonne Sharp		
David Browning		
Kevin Brown		24/4/23 to 6/3/24
Ex-Officio trustees		
Michael Harrison	District Commissioner	
Harvey O'Rourke	District Youth Commissioner	

Bankers:
Lloyds Bank PLC
Lewisham Branch

Advisers (Independent Examiner)
Mr Baljit Gill

Report of the Trustees 2024.

Introduction

The Trustees present their report for the year ending 31st March 2024.

Structure, Governance and Management

The District is part of Greater London Middlesex West Scout County and its governing documents are those of the Scout Association. They comprise a Royal Charter, which in turn gives authority to the Bye Laws and the Policy, Organisation and Rules (POR) of the Scout Association. The District is a Trust established under the rules that are common to all Scouts. The Trustees are appointed in accordance with the Policy, Organisation and Rules of the Scout Association

The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout 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.

The Trustee Board consists of the Chair, Treasurer and up to 10 other appointed Trustees (including 2 Ex Officio Trustees and/or Co-opted trustees) and meets every 3 months.

Members of the Trustee Board complete, Being a Scouts Trustee learning, within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

Risk and Internal Control

Where the District does manage any buildings (Perseverance) it has in place systems of internal controls that are designed to provide reasonable assurance against mismanagement or loss of funds. Within the District, where groups own their building, the District Trustees try to ensure that these groups have in place similar systems of internal controls that are designed to provide reasonable assurance against mismanagement or loss of funds.

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 a comprehensive insurance policies to ensure that insurable risks are covered. Where possible these same controls apply to the groups within the district.

With regard to district funds and investment decisions, the District Treasurer brings these matters to the Board of Trustees for all investment decisions and approvals.

Objectives and activities

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

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.

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.

Public Benefit Statement

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.

Achievements and Performance

District Commissioners report

This is my first report as the DC and District Lead Volunteer for our new district and I am pleased to say that the merge of the two districts has been a success, the new district team is now firmly in place and district events for all sections have taken place and in all instances sections and groups from the two districts are now participating. This will of course culminate in our district camp at the end of the month at PACCAR and it is really rewarding to see that we have a really good number of young people signed up for what will be a fantastic weekend of fun activities for everyone.

Amongst all the changes at District level, we are in the middle of accommodating a whole raft of changes dictated to us by headquarters, changes to our names, changes to the way we run AGMs and changes to training and the wood badge requirements, some of which we have implemented and some, such as training, are still being clarified and worked out by headquarters.

Most of which, I can assure you the district team will work to ensure that there will be no significant effect in the way you run your groups or sections. There are however, more changes to come in respect of safety and safeguarding and I and the team will approach you with these as and when headquarters finalise them. All I can say at this time is please have patience, they will not happen instantly, but if you have any concerns please speak to me or one of the district team and we will try and help if we can.

If one looks at our census returns we were slightly down on last year's numbers, but I am not concerned, you have all done a fantastic job over the past year and you have managed to bring really good quality Scouts to over 900 young people in the London Borough of Hillingdon and you should all be very proud of what you as a volunteer in scouting have given to all of them.

As with all youth organisation, and Scouts is no exception in this, can I remind you all that it is essential that you try and engage with the parents of our young people to encourage them to spread the word out to other parents and friends to encourage more young people to participate in Scouting and also, most importantly, to perhaps take that leap and either help as a trustee or indeed to become a leader or helper within their children's group or section.

Having been to a number of AGM this year, there is a worrying lack of participation from parents in the running of our groups. This is not a recent development, but the trend is getting more wide spread and this needs to be stopped. However, it will only stop if you as leaders speak to your parents and explain the importance of their participation in the running of the group.

Finally, I would repeat my thanks to all of you, for your hard work and dedication over the last year; you have all done a fantastic job. I would also extend my thanks to the entire district team and the district board of trustees, for all their hard work and effort over these past 12 months to bring about the almost seamless merge of the two districts. I would especially like to thank my two deputy district commissioners, Georgia Miller and Jerry Marriage for all of their support over the last year and also a special thank you to David Browning our district administrator, for his wise advice and his hard work on the admin tasks that nobody but me sees, without which the district would simply not function.

Mike Harrison DC and District Lead Volunteer for Hillingdon West

District Chair of Trustees report

This is our second AGM as the 'Hillingdon West District', and after 2 year's work, I can say that I think we have amalgamated the 2 Districts very well together.

My thanks must firstly go to Kevin Brown – the Uxbridge District Treasurer who, I know spent many hours combining the financial Accounts of both Hayes and Harlington and Uxbridge Districts together, over the past year or so and has now successfully handed the reigns over to Alan Stack, who has become our new District Treasurer.

So much work has gone on between these 2 people, to get these accounts set that I am sure we would all like to thank them very much for all their hard work.

What we are left with now is a VERY healthy bank balance – that we need to use to encourage and grow all the sections and units within our District.

We hope to soon have a 'growth plan' for the District – so if you'd like to volunteer to be on that committee, I'm sure Mike and David would love to hear from you.

To start our first year off we held a somewhat successful fun day last summer - that was again very well catered for by our SASU members, we do hope that we will be able to run another event of its kind again soon. The use of Meadow View School with it's lovely hall and open space make it the perfect venue for a local safe scouting event.

Unfortunately, the St Georges day parade and event was cancelled – with only a couple of groups signed up, we did not want to waste any funds hiring a bouncy castle for so few attendees. I thought it was a shame – as it would have shown our unity as a District – hopefully with more time to plan, all Groups will be able to get organised for one next year.

I have to congratulate 5 of our ladies from the SASU section, who were awarded the Kings Coronation Medal at Windsor Castle during the recent scouts St Georges Day celebrations – Many congratulations to you all.

We are now looking forward to our first District camp – I know will have over 250 young people in attendance – I'm sure Mike will be able to tell us more about that, I'm for one am looking forward to getting my new District badge to add to my collection.

Finally, I would like to thank everyone for all their work getting this new district together, especially our board of trustees. We have some really great, enthusiastic leaders within our new District, I hope that we can work together to make the most of the opportunities we have available to us.

Jennipher Marshall-Jenkinson Chair of District Trustees

Financial Review

Introduction

The Financial Report is provided in a separate document which accompanies this report. The District does not undertake any fundraising activities but relies on income from investments, rentals and subscriptions to fund various activities which it organises.

Reserves Policy

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The District Trustee Board considers that the district should hold the following reserves.

Reserves to cover the designated funds we hold : £68,000

Reserves for normal district activity : £17,000

Total reserve £75,000

Declaration

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees

Signatures	<i>Jennifer Marshall-Jenkinson</i>	<i>Alan Stack</i>
Full names	Jennifer Marshall-Jenkinson	Alan Stack
Position	District Chair	District Treasurer
Date	12.05.2024	12.05.2024

Uxbridge & District Scout Council (Charity no.1026901)
Hillingdon West District
Balance Sheet

	Year start date	to	Year end date
For the year from	01-Apr-23		31-Mar-24

Statement of assets and liabilities at the end of the year

	31st March 2024			31st March 2023	
	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Lloyds Current & Savings Accounts	57,115.34	71,971.98	0.00	129,087.32	46,838.84
Hayes & Harlington Current account	0.00	0.00	0.00	0.00	19,166.81
Explorer Scouts	0.00	26,311.52	0.00	26,311.52	19,622.01
Scout Active Support	0.00	1,733.28	0.00	1,733.28	0.00
Cash in Hand	85.01	0.00	0.00	85.01	0.00
Accounts Receivable	0.00	0.00	0.00	0.00	1,490.65
Total cash funds	57,209.98	100,016.78	0.00	157,226.76	92,141.38
Other monetary assets					
Tax claim	0.00	0.00	0.00	0.00	0.00
Debts due from the County/Area/District/Group	0.00	0.00	0.00	0.00	0.00
Insurance claim	0.00	0.00	0.00	0.00	0.00
Sub total	0.00	0.00	0.00	0.00	0.00
Investment assets					
Sub total	0.00	0.00	0.00	0.00	0.00
Non monetary assets for charity's own use					
Badge stock	2,461.00	0.00	0.00	2,461.00	0.00
Equipment & Trophies	1,000.00	0.00	0.00	1,000.00	1,000.00
Sub total	3,461.00	0.00	0.00	3,461.00	1,000.00
Liabilities					
Sub total	0.00	0.00	0.00	0.00	0.00
Total net assets	60,670.98	100,016.78	0.00	160,687.76	93,141.38

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 30th April 2024 and signed on their behalf by

Signature	
<i>Jennifer Marshall Jenkinson</i>	Chair
<i>Alan Stack</i>	Treasurer

Uxbridge & District Scout Council (Charity no.1026901)
Hillingdon West District
Receipts and Payments Account

	Year start date	to	Year end date
For the year from	01-Apr-23		31-Mar-24

Receipts

Receipts	2023/24			2022/23	
	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Donations, legacies and similar income					
Membership subscriptions	41,514.25	-	-	41,514.25	31,864.20
Donations	-	-	-	-	-
SASU Income		1,683.00		1,683.00	
Explorer Income	-	35,751.90	-	35,751.90	36,202.52
Sub total	41,514.25	37,434.90	-	78,949.15	68,066.72
Grants					
Other grants	-	6,669.10	-	6,669.10	-
Sub total	-	6,669.10	-	6,669.10	-
Fundraising events (gross)					
Sub total	-	-	-	-	-
Scout Hall Income					
Hire of building (1st Hillingdon)	-	2,758.75	-	2,758.75	3,410.00
Hire of building (1st Perseverance)	-	10,090.00	-	10,090.00	8,226.60
Sub total	-	12,848.75	-	12,848.75	11,636.60
Investment income					
Bank interest	647.31	-	-	647.31	55.90
Badge Stocktake 31/03/24	2,461.00	-	-	2,461.00	-
Sub total	3,108.31	-	-	3,108.31	55.90
Total Gross Income	44,622.56	56,952.75	-	101,575.31	79,759.22
Badge Sales	-	-	-	-	-
Total receipts	44,542.86	56,952.75	-	101,495.61	79,759.22

Uxbridge & District Scout Council (Charity no.1026901)
Hillingdon West District
Receipts and Payments Account

	Year start date		Year end date
For the year from	01-Apr-23	to	31-Mar-24

Payments

Payments	2023/24			2022/23	
	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Charitable Payments					
Membership subscriptions paid on (National/County/Area/District)	44,078.75	-	-	44,078.75	30,550.50
Youth programme and activities	4,066.38	-	-	4,066.38	2,928.41
Adult support and training	-	-	-	-	-
Rent	-	-	-	-	-
Water and Sewerage	-	736.50	-	736.50	322.80
Electricity and Gas	-	5,749.67	-	5,749.67	1,622.60
Insurance	-	1,704.87	-	1,704.87	1,483.77
Bank Fees	5.00	-	-	5.00	50.00
Materials and equipment	-	-	-	-	-
Explorer Expenses	-	30,895.59	-	30,895.59	40,240.53
Sasu Expense	-	1,545.36	-	1,545.36	-
Contribution to camp costs	-	-	-	-	-
AGM and trustee expenses	1,234.62	-	-	1,234.62	125.00
Building Maintenance (1st Hillingdon)	-	-	-	-	188.17
Building Maintenance (Perseverance)	-	125.00	-	125.00	-
World Jamboree and Camp Support	725.00	-	-	725.00	-
Sub total	50,109.75	40,756.99	-	90,866.74	77,511.78
Fundraising expenses					
Sub total	-	-	-	-	-
 Total Gross Expenditure	50,109.75	40,756.99	-	90,866.74	77,511.78
 Asset and investment	-	-	-	-	-
 Total payments	50,109.75	40,756.99	-	90,866.74	77,511.78
 Net of receipts/(payments)	(5,566.89)	16,195.76	-	10,628.87	2,247.44
Funds from H & H District & SASU / Perseverance	28,705.04	52,402.35	-	81,107.39	76,604.16
Cash funds last year end Uxbridge District	34,292.57	34,658.93	-	68,951.50	66,704.06
Cash funds this year end	57,430.72	103,257.04	-	160,687.76	145,555.66

Uxbridge & District Scout Council (Charity no.1026901)

Hillingdon West District

Notes to the Final Accounts 2023 to 2024

1. Bank accounts

- a. Hayes and Harlington accounts closed and funds transferred to Hillingdon West. However, Barclays forgot to include an interest payment on the Business Premium account so that is still open.
- b. £75,000 has been transferred to interest bearing accounts with Lloyds

2. Designated Funds

A. Explorer Unit funds are held separately and summarised below

2023/24	<u>Opening Balance</u>	<u>Income</u>	<u>Expenses</u>	<u>Closing Balance</u>
Excalibur	£0.00	£2,547.00	£1,169.08	£1,377.92
Polaris	£957.28	£684.62	£287.42	£1,354.48
Discovery	£15,402.33	£18,081.17	£15,943.49	£17,540.01
Moorfield	£3,262.40	£13,716.90	£12,544.65	£4,434.65
Pyro	£1,833.20	£722.21	£950.95	£1,604.46
	£21,455.21	£35,751.90	£30,895.59	£26,311.52

B. Scout Active Support Unit is now incorporated into these accounts

C. 1st Hillingdon Headquarters

Hillingdon HQ 2023-24 Income & Expenditure

Income

Rent Received	£2,758.75
Total Income	£2,758.75

Costs

Water & Sewage	£480.14
Electricity & Gas	£2,937.91
Maintenance & Repairs	£0.00
Insurance	£659.79
Total Cost	£4,077.84

Net contribution/Loss -£1,319.09

- a. Two of the 3 tenants have now left the building as it was to cold in December last. Predicted income in 2024 2025 £1200.
- b. We are in dispute with Southern Electric and they have overcharged us by some £900 with the two bills presented after they change their Invoicing system.
- c. SSE Business have also awarded us a small business grant of £500 which was credited to the account on 31st March.
- d. It is not possible to fit Smart Meters to this property.
- e. Closing Balance for Hillingdon funds is £5608.15.

Approved 30 04 24 District Trustees meeting Accounts Final

Uxbridge & District Scout Council (Charity no.1026901)

Hillingdon West District

Notes to the Final Accounts 2023 to 2024

D. Perseverance HQ 2023 to 2024

Perseverance HQ 2023-24 Income & Expenditure

Income

Rent Received	£10,090.00
Total Income	£10,090.00

Costs

Water & Sewage	-£256.36
Electricity & Gas	-£2,811.76
Maintenance & Repairs	-£125.00
Insurance	-£1,045.08
Total Cost	-£4,238.20

Net contribution/Loss	£5,851.80
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- a. Alice Chilvers Dance class closed at the end of October
- b. British gas overcharged us because a new meter was fitted in March 2023. This meant that the property history was lost and they gave us estimated bills on the basis of summer readings up till November. We went out of contract with them in December and were billed over £1200 at the end of December at their variable rate. After my intervention they agreed to cancel their final invoice and provide a refund of £711.95 which we received on St. Georges day.
- c. New 3 year energy contract with Yu Energy started 1st February with smart meters to be fitted 30/04/24
- d. Insurance valuation raised to £465000 (Insurance with SAGIC)
- e. Closing Balance for Perseverance funds is £63353.83.

3. Accounts Receivable

Membership confirmed but not credited to the District account until April

- a. 12th Hayes £1899.00
- b. Excalibur ESU £580.25

4. Grants

- a. AP Taylor £300 for Pyro Explorers
- b. AP Taylor £300 for H&H District
- c. Lesley Sell Trust £1000 for 9th Hillingdon
- d. The Scout Association £7000 for Pyro & Excalibur ESU
- e. The Grant total is the net of income and expenditure by 9th Hillingdon and the rump of the Scout Association grants sitting in the District Bank Account.

Uxbridge & District Scout Council (Charity no.1026901)
Hillingdon West District
Notes to the Final Accounts 2023 to 2024

5. Youth Activities

Summary of youth activity expenditure 2023 24.

Summary Youth Activities				
	Events	Debit	Credit	Nett
District	3	£3,529.75	£0.00	-£3,529.75
Beavers	2	£1,785.00	£1,487.86	-£297.14
Cubs	2	£134.50	£121.00	-£13.50
Scouts	4	£667.62	£643.50	-£24.12
Explorers	1	£221.87	£20.00	-£201.87
Total				-£4,066.38

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

I report to the trustees on my examination of the accounts of the **Hillingdon West District Scout Council** for the year ended 31st march 2024

Responsibilities and basis of report

As the charity trustees of the **Hillingdon 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 **Hillingdon 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 **Hillingdon 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.

For clarity I have not verified or examined the prior year balances shown on the Balance Sheet or the Receipts and Payments schedule.

Signed:



Name: Baljit Gill

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

Address: 100 Long Lane Ickenham UB10 8SU

Date: 26/04/2024