

HILLINGDON WEST SCOUT DISTRICT

ANNUAL REPORT 2025



Scouts
Hillingdon West



HILLINGDON WEST DISTRICT SCOUT COUNCIL

Annual General Meeting

Tuesday 20th May 2025

Perseverance Scout HQ
86 Sweetcroft Lane, Uxbridge, UB10 9LQ

Time 8.00pm

AGENDA

1. **Introduction and welcome**
2. **Apologies for absence**
3. **Governance topics**
 - a. Approve the minutes of the Annual General Meeting held on 20/05/2024
 - b. Adopt the model constitution from Policy, Organisation and Rules (POR)
 - c. Note the District's financial year
 - d. Agree the number of members that may be appointed to the Trustee Board (minimum 5, maximum 12)
 - e. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)
4. **Review of the previous year**
 - a. The District Lead Volunteer's review of Scouting in Hillingdon West 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
 - b. Appoint the District Treasurer, following recommendation from the open selection process initiated by the District Trustee Board
 - c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board
 - d. Appoint the Scrutineer / Independent Examiner
 - e. Nominate representatives of the District Scout Council to represent the District on the County Scout Council (maximum 2no)
6. **Closing remarks and any other business**
7. **Awards & Presentations**
8. **The County Commissioner**

Refreshments

Minutes of the 2nd Hillingdon West Annual General Meeting held on 20th May 2024

1. Welcome

Jennipher Marshall- Jenkinson (Hillingdon West Chair) thanked everyone for coming; there was a great attendance tonight. She welcomed everyone to the 2nd AGM of Hillingdon West. She thanked Kevin Brown who as Treasurer of Uxbridge had done a great deal of hard work in combining the two sets of accounts and thank you to Alan Stack for his efforts since Kevin left. We now have a very healthy bank account and we need to encourage more youngsters to join the District and help to spend that money. We also need a new committee to work out ways to grow the District. She asked for volunteers?

Jennipher also thanked our special guest, Chad Lake, (County Chair) for attending.

Jennipher then did a quick review of the year and summary of events to come. We started with a very successful fun day last summer, well catered for by SASU and we hope to run another this year. Sadly, our plans for St George's Day had to be cancelled but hopefully this event will run next year. 5 members of SASU were awarded the King's Medal for helping support Scouts at the Coronation. Congratulations!

We are looking forward to our first District camp with over 400 attendees. The new District Badge will be handed out tonight. We are looking forward to greater co-operation between the two old Districts in future as we merge into one.

2. Apologies for absence

Apologies were received from Cathy Mutlow (County Commissioner) Harvey O'Rourke, Michael Miller, John Arnold, Rebecca Arnold, Barry Stevens, Ian Phillips, Doug Hester, Matthew Stanton, Andrew Terry, Martin Sharp, Samantha Sharp, Penny Shervill, Josie Gold and Maggie Mourad. Also 7th Hillingdon Cub Leaders and 2nd Ickenham Cub Leaders could not attend as they meet on Mondays.

3. Governance Topics

a) Approval of the minutes of the AGM held on 24/04/2023

Approved by show of hands

b) Adopt the model Constitution from Policy, Organisation and Rules (POR)

Adopted by show of hands

c) Note the District's financial year

This was proposed as April 1st 2024 to 31st March 2025

Approved by show of hands

d) Approve appointed and Community members of the District Scout Council

There are none

e) Agree the number of members that may be appointed to the Trustee Board

A maximum of 12 is recommended.

There are 10, meaning there are 2 more spaces

Agreed by show of hands

f) Agree the quorum for future meetings of the District Scout Council (excluding this AGM)

Meetings of the District Scout Council - Agreed as 12

Meetings of the District Trustee Board - Agreed as 6

Meeting of any District sub-committee - Agreed as 6

Agreed by show of hands

4 a) Review of the previous year

Mike Harrison (District Lead Volunteer) said the merger is going well but we are not there yet. The first big event is our District Camp at the start of June. All activities are booked at Paccar from 10-1 on Saturday.

He reminded everyone that they need to make sure that their training is up to date (Safety, Safeguarding and First Response) Dave Browning (District Training Manager) will send reminders when your training needs renewing.

Mike aimed to get all Census figures in earlier this year than last year. He did not achieve this as the Census was more complicated.

He reminded all groups to get their AGMs booked as soon as possible. These are important to provide a committee to support the leaders in Scouting. It is sad there is so little involvement of parents in Scouting, but we must keep on trying to engage them.

Mike wanted to thank Jerry and Georgia for all their hard work as his assistants and finally he wanted to say thank you to all the leaders for all they do.

4 b) Receive and consider the Annual Report of the District Trustee Board including the annual statement.

Alan Stack (District Treasurer) said he faces 3 challenges as Treasurer

- i) To persuade groups to share their accounts with the District
- ii) To persuade groups to use on-line banking
- iii) To remind groups to make their payments on time.

There were 3 questions from the floor

- i) What are designated funds?
Alan explained that these were the funds of Perseverance Scout Group and 1st Hillingdon Scout Group both of which have ceased to exist. The funds from these 2 groups have been put into long term savings accounts.
- ii) Was the District prepared to match fund any large scale expeditions/events like Kanderstag?
Mike replied that he wasn't prepared to match funds but the District would make a contribution; it hadn't been decided how much yet. He reminded everyone that the Jack Petchey fund was available as an additional source of funds. Importantly, he added, if we don't claim it, we lose it.
- iii) Was there any help available from the Council?
Jennipher explained her reluctance to approach the Council. They are looking to increase the amount the take from each group in terms of rent/rates so the District was trying NOT to contact the Council.

5. Making Appointments

a) Appoint the District Chair (following recommendation from the open selection initiated by the District Trustee Board)

Jennipher Marshall- Jenkinson was proposed and accepted.

This was approved by a show of hands

b) Appoint the District Treasurer (following recommendation from the open selection initiated by the District Trustee Board)

Alan Stack was proposed and accepted

This was approved by a show of hands

c) Appoint members of the District Trustee Board (following recommendation from the open selection initiated by the District Trustee Board)

Mike nominated Dave Browning, Yvonne Sharp, Sandeep Patel, Kiera Patel, Jacq Turner and Hilary Stack.

He asked if there were any more volunteers. None were forthcoming in the meeting.

This was agreed by a show of hands.

d) Appoint the Auditor

Alan proposed Mr Baljit Gill, who had done such a diligent job this year. Dave Browning seconded this.

This was approved by the floor.

e) Nominate representatives of the District Scout Council to represent the District on the County Scout Council

Mike nominated Keira Patel and Harvey O'Rourke

This was agreed by a show of hands

6. Closing Remarks and any other business

Jennipher congratulated Andrew Terry for his award from the Council, as announced in Hillingdon People.

She also reminded groups to check their entries on the Scout website to make sure they are accurate.

Dave said new District badges were available to all groups tonight, based on their Census numbers; if they need any more, they are available from Dylan Richards (Badge Secretary) at 75p each.

7. Awards and Presentations

Commissioners Cups. These were previously nominated by ADCs and awarded to groups or individual leaders in Hayes and Harlington, but this will now be extended across the whole new district.

Commissioners Cup for Beavers awarded to Becky Arnold of 7th Hillingdon for all her hard work in running an excellent programme.

Commissioners Cup for Cubs awarded to Alex Old of 2nd Uxbridge for running a very good programme, attending all Cub events and helping the ADC.

Commissioners Cup for Scouts awarded to Chris Troughton of 2nd Uxbridge for all his help at District events in the past year.

Commissioners Cup for Explorers was not presented this year.

Colin Sharp Memorial Cup, awarded in honour of Colin Sharp, an ex DC of H & H, to a leader who has done great service for the group, section or District.

This year, Yvonne Sharp awarded it jointly to Dave Browning and Mike Harrison for all their hard work, behind the scenes, to bring the two districts together.

Service Awards.

There were none

8. County Commissioner

Chad Lake (County Chair) spoke on behalf of the County Commissioner, who was unable to attend. We are all finding a lot of changes in our Scouting life and he asked why are there all these changes?

1. He said many were at the request of the Charity Commission because our governance was not as it should be so they suggested some changes, which have changed the way our AGM was conducted tonight, for example. Dave Browning has sent an advice sheet to all groups about how to hold an AGM. Chad recommended two webinars which are coming up soon to help groups bring their systems up-to-date.
2. In 2019 there was a widely publicised death of a scout on the Great Orme and Scouting received a lot of criticism for this, so our safety rules and regulations are being changed as a result. The final report will come out in the summer. Please read carefully.
3. In this district we have experienced a third change – the merger of two old districts. Chad feels it was a good thing to do and seems to be working well.
Finally, he said a big thank you, on behalf of all the children in Hillingdon West. They have a lot of fun and enjoyment in Scouting and that is all down to the hard work of the leaders.
Thank you!

Meeting closed at 9.05. 52 (signed in)

Hillingdon West District Scout Council

Trustees Annual Report
For the period 1st April 2024 to 31st March 2025

References and Administration details

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

Charity 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		
Kiera Patel		
Sandeep Patel		
Yvonne Sharp		
David Browning		
Karen Tempest		as of 7/11/2024
Hilary Stack		as of 7/11/2024
Darren Butcher		as of 7/11/2024
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 2025.

Introduction

The Trustees present their report for the year ending 31st March 2025.

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 8 other appointed Trustees (including 2 Ex Officio Trustees and/or Co-opted trustees) and meets every 3 months.

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

This District 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 Lead Volunteer report

I am pleased to report that we have a very active district, with most groups embarking on camps, hikes and other activities and this runs across all sections from Beavers to Explorers.

I would like to sincerely thank the entire district team for all their hard work and dedication over the past 12 months, to ensure we have a varied and great district programme of district events for the all of us to enjoy.

I would include my personal thanks to David Browning, who as district administrator, works in the back ground unseen most of the time, but whom does a tremendous amount of work for me and the entire district and without which I would flounder under an ever increasing pile of paperwork and admin tasks. Thank you David.

I would also like to take this opportunity to thank Jennipher our District Chair and the rest of the Trustees for their advice and support over the past year.

If one looks at the 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 Scouting to over 850 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 organisations 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 child's group or section.

The new Scout Data base is finally up and running, although there are still one or two problems, but it is getting better or I am told it is!

We recently opened our very first Squirrel section at 2nd West Drayton and it now has 12 members which is fantastic news and we have plans to open another Squirrel section at 6th Hillingdon in the not too distant future.

We are progressing the required site clearance works at 1st Hillingdon, which once completed will allow us to hand the site and buildings back to Hillingdon Council. We have another planned work day on the 21st June and any help would be very much appreciated. My thanks to Waxwell, the PACCAR service team, for without their help, the work would have proven near impossible to progress.

I am pleased to report that we have 6 groups of young people off to Kandersteg this August and I wish them well. I am sure they will have a fantastic time on the County Expedition.

The recent St George's Day parade along Uxbridge high street to the Civic Centre on the 27th April was a huge success and we will certainly run it again next year, with perhaps some minor tweaks. My thanks to Karen Tempest, assisted by Yvonne Sharp, for organising this for us. They certainly did a fantastic job.

As in previous years we have been asked to attend the Hayes Canal Festival on the 13th July with our kayaks and traversing wall and help with policing both of these activities would be very much appreciated.

Once again the SASU have done us proud, with their continued assistance at district events and for the catering at both the Christmas Leader's gathering and after this AGM. Some district events would not run without their support. So on behalf of the district, a big thank you, to all the members of our SASU.

I mustn't forget the district fun day at PACCAR on the 18th October, when we have a Circus in a Big Tent for you all to enjoy. The maximum capacity is 600 and places are disappearing fast, so don't leave it too late to book your seat. Once again, my thanks to Karen for organising this for us.

Finally, I would repeat my thanks to all of you, for your hard work and dedication to scouting over the last year; you have all done a fantastic job.

Mike Harrison DC and District Lead Volunteer for Hillingdon West

District Chair of Trustees report

Having read Mike Harrison – our District Lead Volunteer's report for the year, I have no wish to repeat any of his words, just to add that I have been delighted to be part of the very positive and enthusiastic Hillingdon West Scouts district this past year.

The two districts of Hayes and Harlington and Uxbridge have merged very successfully since the inauguration just a couple of years ago, so much so that the atmosphere within our district is extremely positive – as was shown during our recent St Georges Day parade where 380 Squirrels, Beavers, Cubs, Scouts, Explorers, Scout Network, SASU and Leaders came together to confirm their allegiance to Scouting and what we offer all our members – All sorts of 'Skills for Life!'.

We have worked as a 'team' very well this past year and that's what it's all about – team work and friendships that are ever-lasting. Long may this continue, though on-going success is only possible with new 'blood', so please continue to promote Scouting to friends and families to become members and most importantly enthusiastic leaders – who we cannot be without.

Jennifer 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 £85,000

Declaration

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

Signed on behalf of the Charity's Trustees

Signatures

Full names

Jennipher Marshall-Jenkinson

Alan Stack

Position

District Chair

District Treasurer

Date

10.05.2025

10.05.2025

Hillingdon West Scout Council (Charity no.1026901)

Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2024	31/03/2025
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Statement of assets and liabilities at the end of the year

	Unrestricted funds	2024/25 Restricted funds	Total funds	2023/24 Total funds
	£	£	£	£
Cash funds				
Lloyds Current Account	26,116	10,252	36,368	52,481
Lloyds Deposit Account	28	16,198	16,226	26,353
Lloyds 32 day Notice	880	25,000	25,880	25,254
Lloyds Fixed Term Deposit Accounts	26,236	50,000	76,236	25,000
H & H Premier Business account	10		10	
Explorer Scouts	-	32,230	32,230	26,312
Scout Active Support		1,803	1,803	1,733
Cash	345	-	345	85
Total cash funds	53,615	135,483	189,098	157,217
Other monetary assets				
Investment assets				
Sub total	-	-	-	-
Non monetary assets for				
Badge stock	2,461	-	2,461	2,461
Equipment & Trophies	1,000	-	1,000	1,000
Sub total	3,461	-	3,461	3,461
Liabilities				
Sub total	-	-	-	-
Total net assets	57,076	135,483	192,559	160,678

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 24th April 2025 and signed on their behalf by

Signature

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

Hillingdon West Scout Council (Charity no.1026901)

Receipts and Payments Account

	Year start date	to	Year end date
For the year from	01/04/2024		31/03/2025

Receipts and payments

	Unrestricted funds £	2024/25 Restricted funds £	Total funds £	2023/24 Total funds £
Receipts				
Membership Payments	57,528		57,528	41,514
Badges	1,072		1,072	2,381
Beaver Activity	1,037		1,037	-
Cub Activity	84		84	-
District Wide Activities	5,090		5,090	-
Explorer & Network Activity	20	47,615	47,635	35,752
Scout Activity	1,215		1,215	-
SAS Activity	-	1,843	1,843	1,683
Sub total	66,045	49,457	115,503	81,330
Grants				
Grants		5,500	5,500	6,669
Sub total	-	5,500	5,500	6,669
Fundraising events (gross)				
Sub total	-	-	-	-
Scout Hall Income				
Perseverance Rental Income		9,793	9,793	10,090
Perseverance Elec /Gas		4,224	4,224	2,811
16th Hillingdon Rental Income		32,930	32,930	
16th Hillingdon Elec/Gas		330	330	
Hillingdon Rental Income		750	750	2,759
Sub total	-	48,027	48,027	15,660
Investment income				
Lloyds Deposit	261.90		262	647
Lloyds 32 Day Interest	625.39		625	-
Lloyds Fixed term Interest	1235.79		1,236	-
Sub total	2123.08	-	2,123	647
Total Gross Income	68168.56	102,983.69	171,152	104,307
Total receipts	68,169	102,984	171,152	104,307

Hillingdon West Scout Council (Charity no.1026901)

Receipts and Payments Account

	Year start date	Year end date
For the year from	01/04/2024	31/03/2025

Receipts and payments

	Unrestricted funds £	2024/25 Restricted funds £	Total funds £	2023/24 Total funds £
Payments				
Charitable Payments				
Membership Payments	51,049		51,049	44,078
AGM & Trustee Exes	4,148		4,148	1,235
Badges	1,269		1,269	-
Bank Charges/ Interest	-		-	-
Beaver Activity	1,303		1,303	-
Cub Activity	168		168	-
District Wide Activities	12,203		12,203	4,066
Explorer & Network Activity	288	41,697	41,985	30,896
Scout Activity	1,335		1,335	-
SAS Activity	-	1,773	1,773	1,545
Grants		11,000	11,000	
Jamboree & Camp Support	-		-	725
				-
Sub total	71,764	54,470	126,234	82,545
Scout Hall Expenses				
Hillingdon Elec / Gas		684	684	5,750
Hillingdon Insurance		1,306	1,306	1,705
Hillingdon Maint / Ground rent		652	652	-
Hillingdon water		517	517	736
16th Hillingdon Elec/Gas		215	215	
16th Hillingdon Insurance		-	-	
16th Hillingdon Maint / Ground rent		3,419	3,419	
16th Hillingdon water		-	-	
Perseverance Elec /Gas		4,362	4,362	-
Perseverance Insurance		1,386	1,386	-
Perseverance Maint / Ground rent		299	299	125
Perseverance Water		207	207	-
Sub total	-	13,047	13,047	8,316
Total Gross Expenditure	71,764	67,517	139,281	90,860
Asset and investment	-	-	-	-
Total payments	71,764	67,517	139,281	90,860

Net of receipts/(payments)	- 3,595	35,467	31,872	13,446
Transfers between funds	-	-	-	-
Cash funds last year end	57,210	100,017	157,227	143,771
Cash funds this year end	53,615	135,484	189,098	157,217

Notes to the 24/25 accounts

Bank Accounts

H&H Premium account closure process still ongoing

We will move reserve cash to Cambridge & Counties Bank as the Lloyds accounts mature in 2025.

Redundant Scout HQ

1. Perseverance

Surplus in 24/25 £8881.06

Building Survey on ex Guide building required.

Sweetcroft Nursery have installed a new kitchen

2. 1st Hillingdon

Loss £2408.29

Building Survey required

Site clearance required

Hall Clearance required

Dog club relocating in May 2025

3. 16th Hillingdon

£30,000 received from group funds

£2930 received from Sunflower nursery

New rental rates in force from Sept 25.

£3400 spent on repairs plus more to come in 25/26

District Funds Income/Expenditure

Bank & cash Accounts	AGM & Trustee Exes		Beaver Activity		Cub Activity	
	debit	credit	debit	credit	debit	credit
Lloyds Current Account	£5,098.27	£950.00	£1,222.41	£856.00	£168.45	£33.00
Cash	£0.00	£0.00	£81.00	£181.00	£0.00	£51.00
Totals	£5,098.27	£950.00	£1,303.41	£1,037.00	£168.45	£84.00

Bank & cash Accounts	District Wide Activities		Explorer & Network Activity		Scout Activity	
	debit	credit	debit	credit	debit	credit
Lloyds Current Account	£12,202.87	£4,670.00	£288.00	£20.00	£1,085.82	£895.00
Cash	£0.00	£420.00	£0.00	£0.00	£248.70	£320.00
Totals	£12,202.87	£5,090.00	£288.00	£20.00	£1,334.52	£1,215.00

Explorers Income and Expenses 24 25

24/25	<u>Opening Balance</u>	<u>Income</u>	<u>Expenses</u>	<u>Closing Balance</u>
Infinity				
Concord				
Excalibur	£1,377.92	£11,948.06	£7,607.23	£5,718.75
Polaris	£1,354.40			£1,354.40
Discovery	£17,540.01	£14,460.16	£13,268.02	£18,732.15
Moorfield*	£4,436.34	£7,666.04	£7,905.41	£4,196.97
Pyro	£1,604.46	£13,540.29	£12,694.35	£2,228.19
Total	£26,313.13	£47,614.55	£41,697.22	£32,230.46

SASU Income and Expenses 24 25

24/25	<u>Opening Balance</u>	<u>Income</u>	<u>Expenses</u>	<u>Closing Balance</u>
SASU	£1,733.28	£1,842.50	£1,772.96	£1,802.82

Grants

AP Taylor Trust £5000 for Hayes and Harlington Groups – all distributed

Southern Electric Small Business Grant 1st Hillingdon

TSA Explorer Grant of £6000 distributed to Pyro and Excalibur Explorer units

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 2025

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 major concerns and have come across no other matters in connection with the examination. I would like to draw attention to the following points which in my opinion need to be addressed before production of the next accounts (YE 31st March 2026).

1. The bank balance of £1,354.40 shown under "Polaris" could not be validated as no bank statement was available for the year ending date. Apparently, the account has been "blocked" for non-use. This needs to be resolved and the monies transferred to an open account.
2. The bank balance of £9.63 shown under H&H Premium Account could not be validated as no bank statement was available. This also needs to be resolved.
3. Badge Stock of £2,461 and Equipment/Trophies Stock of £1,000 could not be validated as no stock records are kept and an approximation is used. If no records are kept of these items, then these amounts should be expensed next year and a nil balance shown. As the value is not material this would be a better way of treating further purchases. If at any time in the future a much larger amount is purchased, then proper records of stock and movement need to be kept.
4. There is a lack of consistency in how the records for Explorer Accounts and SAS Activity are kept in relation to the other "entities" due to different people being responsible for those accounts. I suggest a consistent process is used (i.e. one driven from the bank statements using the same classifications. In addition, in my opinion it is not correct to then consolidate those accounts into the overall accounts by showing their results on a separate line in Receipts and Payments. They should be consolidated properly i.e. showing their figures consolidated into each line of the Receipts and Payments. If that is not the preferred option, then their accounts should be kept separate and have their own audit. Due to this the accounts for Explorer / SAS accounts have not been audited to the same level.
5. The approach of using common classification for Expense items and then separating items under receipts and payments by assuming all debits are payments and all credits are receipts is not ideal. I suggest a different classification is used for the Receipt and Payment e.g. Membership Payments Received should be classified as such and Membership Payments Paid should be classified as such. Currently they are classified as "Membership Payments" (and then separated

on the whether they are debit or credit – this approach is a risk if an adjustment is required.

Signed: Baljit Gill

Name: Baljit Gill

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

Address: 100 Long Lane Ickenham UB10 8SU

Date: 29th September 2025