

Trustees' Annual Report

For the period

From (start date)

0 1 0 4 2 1

to end date

3 1 0 3 2

Section A

Reference and administration details

Charity name

Medway Towns District Scout Council

Other names the charity is known by

Registered charity number (if any)

3 0 3 4 3 4

HQ registration number

1 0 0 0 1 2 0 3

Charity's principal address

120A Ballens Road

Chatham

Kent

Postcode

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Names of the charity trustees who manage the charity

(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	John Russell Brisley	District Commissioner	
2	Dan Martin	District Commissioner	
3	David Andrew Knight	District Commissioner	
4	Steven Slater	District Explorer Scout Commissioner	
5	Graham Hancock		
6	Henry James Brackley		
7	Paul Anthony Randall		
8	Sverre Ben Clark Sverresonn		
9	Graeme Pryke		
10	Tracy Knight	Treasurer	
11			
12			
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)

(These will be published in the annual report of the charity)

Type of advisor	Name	Address
Bankers	Barclays	Chatham
	Nat West	Larkfield
	HSBC	Chatham
	Santander	West Malling

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

The District's governing documents are those of the The S 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.

(e.g. trust deed, constitution)

How the charity is constituted

The District is a trust established under its rules which are common to all Scouts.

(e.g. trust, association, company)

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

(e.g. appointed by, elected by)

Additional governance issues (optional information but encouraged as best practice)

You may choose to include additional information, where relevant, about:

The District is managed by the District Executive Committee 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.

Policies and procedures adopted for:

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the 3 District Commissioners together with the District Explorer Commissioner and Scout Network Commissioner along with Youth Commissioners and four elected members, and meet every 2 months.

a) the induction and training of trustees; b) trustee consideration of major risks and the systems and procedures to manage them

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first months of joining the committee.

This District Executive Committee exists to support the District Commissioners in meeting the responsibilities of the appointments and is responsible for:

The maintenance of District property;

The raising of funds and the administration of District finances;

The insurance of persons, property and equipment;

District public occasions;

Assisting in the recruitment of leaders and other adult support;

Appointing any sub committees that may be required;

Appointing District Administrators and Advisors other than those who are elected.

Section B**Structure, governance and management (continued)****Risk and Internal Control**

The District Executive Committee has identified the major risks to which they believe the District is exposed, these have been reviewed and systems have been established to mitigate against them.

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.

The District owns the freehold of its campsite known as Buckmore Park. The Deeds are held by Holding Trustees, Mr J Holder and Mr K Holford. The District has granted a licence to a charity Buckmore Park Scout Centre CIO (charity no. 117439) to operate the day to day activities at the campsite. One of the Holding Trustees Mr K Holford, along with Mr P Randall and Mr S Slater are also trustees of that charity.

Section C**Objectives and activities**

Summary of the objects of the charity 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

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.

Summary of the main activities in relation to these objects

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Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

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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.

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

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Section E**Financial Review**

Brief statement of the charity's policy on reserves

Reserves Policy

The District's policy on reserves is to hold sufficient reserves to continue the charitable activities of the District should income and fundraising activities fall short. The District Executive Committee considers that the District should hold the sum of £28,000.00 in reserve.

Quantify and explain any designations

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Details of any funds materially in deficit (circumstances plus steps to eliminate)

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Further financial review details (optional information)

You **may choose** to include additional information, where relevant, about:

- the charity's principal sources of funds (including any fundraising);

Investment Policy

The District's Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer-term investments such as stocks and shares. The District has therefore adopted a low risk strategy to the investment of its funds. All funds are held in cash using either mainstream banks or building societies or The Scout Association's Short Term Investment Service.

- how expenditure has supported the key objectives of the charity;

The District Executive regularly monitors the levels of bank balances and the interest rates received to ensure the District obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the District Executive consider the cash flow requirements.

- investment policy and objectives; |

Section F**Other Optional Information**

Plans for future periods (details of any significant activities planned to achieve them)

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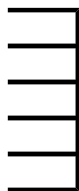
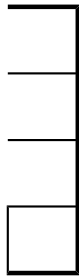
Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	John Brisley	Tracy Knight
Full name(s)	JOHN BRISLEY	TRACY KNIGHT
Position (eg Secretary, Chair)	District Commissioner	Treasurer
Date	0 4 1 0 2 2	

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Medway Towns District Scout Receipts and Payments A

Year start date

For the year from	04/01/2021	
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Receipts and payments

	Unrestricted funds	Restricted funds MAST	2021/22 Restricted/ Designated funds overseas trips
	£	£	£
Receipts			
Donations, legacies and similar income			
Membership subscriptions	66,881	340	-
Donations	469	370	-
EJ 2020 Refunds	-	-	-
Gift Aid	-	-	-
Capitation rebates	484	-	-
Sub total	67,833	710	-
Grants			
Maintenence grant	-	-	-
Other grants	-	-	-
Sub total	-	-	-
Fundraising events (gross)			
Badge sales	5,391	-	-
Equipment hire	-	-	-
Jamboree receipts	-	-	200
Other fundraising activities	-	-	-
Sub total	5,391	-	200
District Activities			
Beavers	2,978	-	-
Mast	220	-	-
District Activities	800	-	-
Sub total	3,998	-	-
Investment income			
Bank interest	14	-	-
Interest on Group Loan	166	-	-

The Scout Association Short Term Investment Service	-	21	-
Group Loan Repayments	10,177	-	-
Sub total	10,357	21	-

Total Gross Income 87,579 731 200

Asset and investment sales, etc. - - -

Total receipts 87,579 731 200

Medway Towns District Scout Receipts and Payments A

Year start date

For the year from	04/01/2021	
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Receipts and payments

sxe	2021/22		
	Unrestricted funds	Restricted funds MAST	Restricted/ Designated funds overseas trips
	£	£	£
Payments			
Charitable Payments			
Membership subscriptions paid on (National/County/Area/District)	-	-	-
Youth programme and activities	2,704	238	88
Adult support and training	-	-	-
Admin	350	-	-
Jamboree 2023 & Eurojam refunds	-	-	8,551
Electricity and Gas	-	-	-
Insurance	334	-	-
Repairs and Renewals	-	-	-
Equipment	1,555	298	-
Printing and photocopying	-	-	-
Professional fees	-	-	-
Bank charges	-	-	-
AGM and trustee expenses	-	-	-
Donations and Grants	-	355	-
Film licence	-	-	-
Capitation rebates paid to Groups	741	-	-
Sub total	5,684	891	8,639
Fundraising expenses			
Badge purchases	5,190	-	-
Detail 2	-	-	-
Detail 3	-	-	-
Other fundraising costs	-	-	-
Sub total	5,190	-	-
Total Gross Expenditure	10,874	891	8,639

Asset and investment

-	-	-
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Total payments

10,874	891	8,639
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Net of receipts/(payments)

76,704	- 160	- 8,439
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Transfers between funds

- 5,769		5,769
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Cash funds last year end

102,340	12,540	23,147
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Cash funds this year end

173,276	12,380	20,477
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Medway Towns District Scout Receipts and Payments A

Year start date

For the year from	04/01/2021	
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Statement of assets and liabilities at the end of the

31st March 2021

	Unrestricted funds	Restricted funds MAST	Restricted/ Designated funds overseas trips
	£	£	£
Cash funds			
Bank current account - Badge Account	601	-	-
Bank current account -General Account	75,792	1,970	20,477
Bank deposit account General Account	21,880	-	-
Bank current account - B/park		-	-
Bank deposit account B/park		-	-
The Scout Association Short Term Investment Service	75,000	10,410	
Cash Float	3	-	-
	173,276	12,380	20,477
Total cash funds	ok	ok	ok
agree balances with receipts and payments a/c)			
Other monetary assets	-	-	-
Group loan	-	-	-
Group /Unit Subscriptions not yet paid	6,497	-	-
	6,497	-	-
Sub total			
Investment assets	-	-	-
Investment property - detail	-	-	-
Quoted investments	-	-	-
Other investments - detail	-	-	-
Sub total			
Non monetary assets for	-	-	-
Badge stock	4,327	-	-
Shop stock	-	-	-
Other stock	-	-	-
Land and buildings B/Park	-	-	-

Maintenance equipment B/park	-	-	-
Scouting equipment, furniture etc	6,721	-	-
Sub total	11,048	-	-
Liabilities	-	-	-
Capitation rebates	484	-	-
EJ 2020 Participants refunds	-	-	-
Subscriptions not yet paid to County	56,848	-	-
Loan - detail	-	-	-
Other liabilities			
Sub total	57,332	-	-
Total net assets	133,489	12,380	20,477

The above receipts and payments account and statement of assets and liabilities as of October 2022 (the date of the Executive Committee meeting that approved the

<i>J Brisley</i>
<i>Tracy Knight</i>

ut Council Account

Year end date

To	03/31/2022
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2020/21

Buckmore Park Holding Trustees

Total funds

Total funds

£

£

£

-	67,221	51,473
-	839	-
-	-	11,496
	-	8,984
-	484	733
-	68,543	72,686
-	-	-
-	-	-
-	-	-
-	5,391	1,409
-	-	10
-	200	-
-	-	-
-	5,591	1,419
-	2,978	-
-	220	-
-	800	-
-	3,998	-
2	16	354
-	166	260

-	21	-
-	10,177	3,333
2	10,380	3,947

2	88,512	78,052
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-	-	-
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2	88,512	78,052
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ut Council Account

Year end date

To	03/31/2022
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2020/21

**Buckmore Park
Holding
Trustees**

Total funds

Total funds

£

£

£

-	-	41,624
-	3,029	-
-	-	-
-	350	-
-	8,551	-
-	-	-
-	334	327
-	-	-
44,730	46,583	44,730
-	-	-
21	21	150
25	25	-
-	-	57
-	355	250
-	-	473
-	741	
44,776	59,990	87,611
-	5,190	1,902
-	-	-
-	-	-
-	-	-
-	5,190	1,902
44,776	65,180	89,513

-	-	-
44,776	65,180	89,513
- 44,774	23,332	- 11,461
-	-	-
58,644	196,671	208,439
13,870	220,003	196,978

ut Council account

Year end date

To	03/31/2022
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year

22 **31st March
2021**

**Holding
Trustees funds**

Total funds

Total funds

£	£	£
-	601	1,649
	98,239	94,804
-	21,880	21,878
916	916	19,492
12,954	12,954	39,152
	85,410	20,000
-	3	3
13,870	220,003	196,978

ok	ok	ok
-	-	-
-	-	10,603
-	6,497	9,685
-	6,497	20,288
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	4,327	3,262
-	-	-
-	-	-
328,730	328,730	284,000

70,650	70,650	70,650
	6,721	6,721
399,380	410,428	364,633
-	-	-
	484	909
-	-	5,362
	56,848	-
-	-	-
-	57,332	6,271
413,250	579,596	575,628

**ities were approved by the Trustees on 5th
the accounts) and signed on their behalf by**

J Brisley	Chair
Tracy Knight	Treasurer

Medway Towns District Scouts Council

1 Restricted/Designated Funds

Restricted / Designated funds are made up as follows:-

	<u>Balance at</u>	<u>Transactions</u>	<u>Transfers fr</u>
	<u>04/01/2021</u>	<u>Funds received</u>	<u>Payments</u> <u>Main accou</u>
Donation from ex Mayor for Exploroers	4969		
2019 Jamboree	500		
EJ 2020	12859		5351
2023 Jamboree	4000		
Donation - Internation	500		
Donation for 12/17 Ex	319		
	23147		

2 Loan to Groups

In July 2018the District made a loan of £18,000.00 to the 6th Medway (North D.

At the 31st Mardch 2021 the amount outstanding was £10,603.00 During the ci

3 Explorer Scout Units

All Explorer Scout Units are part of Groups and their funds are examined as par

<u>rom</u>	<u>Balance at</u>
<u>nt</u>	<u>03/31/2022</u>
	4969
	500
	7508
	4000
	500
	319
	17796

ane) to assist with the purchase of its Freehold.

urrent year the Group has paid off this loan completely .

t of their Group Accounts.

England & Wales

Template 1: Unqualified report for a non-company charity preparing receipts and payments accounts with a gross income of £250,000 or less in the relevant financial year

Independent examiner's report to the trustees of Medway Towns District Scout Council

I report to the trustees on my examination of the accounts of the Medway Towns District Scout Council for the year ended 31st March 2022

Responsibilities and basis of report

As the charity trustees of the Medway Towns 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 Medway Towns 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 Medway Towns 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: 

Name: HELEN SHEPHERD

Relevant professional qualification or membership of professional bodies (if any): FCCA, ASSOCIATION OF CHARTERED

Address: 43 MAYFORD ROAD, COLDWOOD
KENT
CERTIFIED ACCOUNTANTS

Date: 07/10/2022.