



# Hornchurch District Scout Council

**Annual Report and Accounts  
for the Year Ending 31 March 2024**



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## **District Chair Report**

Firstly, I would like to thank all of you for the time you give up making Hornchurch the great District it is.

It was nice to see that once again this year has been a busy year for AAC. Extra dates had to be added to ensure that all new adults were seen as quickly as possible. Thank you to Lisa, Scott and everyone who gives up their time to welcome the new adults.

This year, unfortunately, the Beaver sleepover was cancelled but a big thank you to the leaders that stepped up to ensure that the Spooks Day and Christmas Party were able to go ahead.

As you are aware the Scout Association advised that the transformation will take place throughout the Scout Association. One element of this is a new Constitution that will commence from 2024 AGM.

Thank you to Tracey Brown for all her hard work making sure everyone's training is up to date. The monthly Compliance report has improved and is looking much better.

Finally, I would like to thank the District Trustee Board for their support over the year.

**Louisa Golder**  
District Chair

## **District Lead Volunteer Report**

### **2024: Reflecting on 2023 and Looking Ahead to 2025**

#### **Introduction**

As the District Lead Volunteer for Hornchurch Scouts, I am pleased to present this report, summarising our progress in 2023 and outlining our vision for the next two years.

#### **2023 Achievements**

- Our dedicated leaders have delivered inspiring programmes and events, fostering engagement and empowerment.
- Introducing Squirrel sections has been a positive step, and we anticipate further growth and development within the district.
- Group Lead Volunteers have identified opportunities within their groups and are planning their growth and development strategies for 2025.

#### **2022 - 2024 Strategy Revisited...What we have been doing**

##### **1. Youth Engagement**

- Empowering young people to actively participate in Scouting and their communities.
- Recognising and encouraging intergenerational exchange.

##### **2. Educational Methods**

- Strengthening non-formal learning environments within the Youth Programme.
- Attracting, training, and retaining quality adult volunteers.

##### **3. Diversity & Inclusion**

- Reflecting the diversity of our society within our membership and programme.
- Ensuring inclusivity in all aspects of Scouting.

## **District Lead Volunteer Report – continued**

### **4. Social Impact**

- Encouraging community service and leadership among Scouts.
- Sharing experiences to inspire positive change.

### **5. Communications & External Relations**

- Accurately conveying our values and purpose.
- Engaging in strategic partnerships to elevate Scouting's profile.

### **6. Governance**

- Ensuring transparent, accountable, and efficient governance.
- Having clearly defined roles and responsibilities across all levels.

### **Looking Ahead to 2025**

- Continue to implement and develop the 6 priorities from 2022-2024 Strategy
- Transforming the Volunteer Experience
- Task and Team-Focused Roles: We're shifting towards task-oriented roles, ensuring clear links to program delivery.
- Inclusive Recruitment: Our goal is an inclusive and accessible recruitment process.
- Learning Opportunities: Enhancing training and resources for volunteers.
- Digital Efficiency: User-friendly digital tools will streamline volunteer tasks.
- Local Teams: Emphasising local teams for better support and synergy.
- Employment/Appointment of Local Growth Officer

### **Conclusion**

A HUGE thank you to everyone at the Group, District, County, and Regional levels. Your dedication makes a significant difference in the lives of our young people. Let's continue to shape Scouting's future together and prepare more young people with the skills for life!

**David Wright**

**District Lead Volunteer**

## **Thriftwood Report**

Thriftwood has had another good year with camper (nights away) nights and more school bookings during the midweeks when youth groups aren't about. We are seeing an increase in evening activity usage by Scouting and Guiding and constantly reviewing which activities we can floodlight for the winter months.

Our indoor accommodation buildings continue to have a lot of repeat bookings coming through and the trustees have committed some funds to upgrading our tented village cabins to make these better through the colder months. The larger type events are well attended and often some run at a sell out like the annual National Pedal Cart event in January.

We, like most activity centres, always need more help in the form of volunteers. Please get in touch with the campsite office and ask where help is needed if you have some spare time.

Remember Hornchurch District part own Thriftwood and we should continue to use the facilities we have available to help put the 'out' into all our Scouting programmes. We have 100 acres of ancient woodland just a short car journey away from all our Scout HQs. It would be great to see more young people there.

**Debbie Carter & Scott Wilderspin**  
**Hornchurch Representatives on the Thriftwood Trustee Board**

## **Agenda for the 91<sup>st</sup> Annual General Meeting**

**to be held on**

**Monday 16<sup>th</sup> September 2024 at 1<sup>st</sup> Upminster Scout Group, Gwilcoo, Brookdale Avenue, Upminster, Essex, RM14 2LT**

1. Welcome by the District Chair
2. Apologies for Absence
3. Governance Topics
  - a. Approve the Minutes of the Annual General Meeting held on 18<sup>th</sup> September 2023
  - b. Approve adopting the model constitution
  - c. Note Financial Year
  - d. Agree number of members that may be appointed to the District Trustee Board
  - e. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)
4. Review of the previous year
  - a. District Lead Volunteer presents their annual review
  - b. Approve Annual Report of the District Trustee Board including Annual Statement of Accounts  
Treasurer to give explanation of the accounts
5. Appointment of President & Vice Presidents
6. Making appointments
  - a. District Lead Volunteer to appoint District Chair
  - b. Appoint District Treasurer
  - c. Appoint Members to serve on the District Trustee Board
  - d. Appoint the Independent Examiner
  - e. Co-option of Members to serve on the District Trustee Board
  - f. Election of a Scouter to serve on the County Scout Council
7. Presentations
8. Closing remarks

The formal business of the meeting will be followed by a presentation from Explorers and Network members who recently visited Gambia.

# **Minutes of the 90<sup>th</sup> Annual General Meeting**

## **Held on Monday 18<sup>th</sup> September 2023 at 1<sup>st</sup> Upminster Scout Group, Gwilcoo, Brookdale Avenue, Upminster, Essex, RM14 2LT**

### **1. Welcome by the District Chair – Louisa Golder**

Louisa welcomed everyone to the 90<sup>th</sup> Annual General Meeting and thanked them for coming.

Louisa introduced herself and the top table:

Alan Pyle – District President  
David Wright – Incoming District Commissioner  
Lisa Jones – District Treasurer  
Tracey Brown – District Administrator

Louisa also welcomed the following guests:

Terry Kingham – Interim GLNE County Commissioner  
Ollie Stride – GLNE County Chair  
Linda Thorogood – District Vice President  
Bob Wickington - District Vice President  
Carol Wickington - District Vice President  
Paul Fix  
Stuart Brown – Award Recipient  
Bob Wallace – Award Recipient  
Barbara Pyle

Louisa announced she was delighted to welcome the Young Leaders who have been shortlisted for the Young Leader of the Year award:

Khadija Naimah – 2<sup>nd</sup> Squirrels Heath  
Thomas Hardy – 1<sup>st</sup> Upminster

### **2. Apologies for Absence**

Louisa had received some apologies and asked if any other apologies could be reported on the sheet at the back of the hall.

Apologies were received from:

Richard Williams – Regional Commissioner  
Julie Leeper – Chair of Employment Sub-committee  
Pat Hipperson – 1<sup>st</sup> Cranham  
Paul Snell – 8<sup>th</sup> Hornchurch  
Adam Woodgate – 3<sup>rd</sup> Upminster  
Scott Wilderspin – 2<sup>nd</sup> Elm Park  
Allyson Cheung – 1<sup>st</sup> Corbets Tey  
Marie Sugrue – 2<sup>nd</sup> Upminster  
Charles Cox – 8<sup>th</sup> Hornchurch  
Julien Rawle – District Chair for Romford  
Sarah Meacher – 8<sup>th</sup> Hornchurch  
James Youngs – 2<sup>nd</sup> Squirrels Heath  
Hope Youngs – 2<sup>nd</sup> Squirrels Heath  
Ben Carter – 2<sup>nd</sup> Upminster  
Tom Carter - District

## **Minutes of the 90<sup>th</sup> Annual General Meeting – continued**

### **3. Approval of Minutes of the 89<sup>th</sup> Annual General Meeting**

Louisa confirmed that a copy of the Minutes of the 89<sup>th</sup> AGM were sent in a special Scouting About on 15<sup>th</sup> September 2023 to everyone in the District.

Louisa requested a proposer and seconder to approve the minutes and asked for people to show a thumbs up to approve: Approved.

Proposer – Bob Wallace

Secunder – Paul Fix

### **4. Presentation of the Trustees Report and Annual Accounts - Year Ending 31st March 2023**

Louisa confirmed that these were sent out in a special Scouting About on 15<sup>th</sup> September 2023. They have been approved by the District Trustee Board and are being presented tonight for the District Scout Council to receive and consider as per POR. There is no need for a Proposer and Secunder.

Louisa asked Lisa Jones to go through the key points in the accounts for the period 2022/23.

Lisa Jones then spoke about the accounts for the period 2022/2023 saying “Almost 92% of our income for 2022/23 was from Adventure Island profit and Membership fee. The Adventure Island profit is kept separate from our main income as this is used to purchase tickets the following year, where agreed by the Trustee Board. Explorer Scouts & Scout Network both show a net loss-this comes from the approved District budget and the funds they take in from their unit subs and events. GHISP income has increased as they are currently fundraising and saving in for their trip next year. Our biggest costs are for the District Headquarters–this covers utilities, rent, cleaning, maintenance and insurance, and also for our Paid Administrator. We have continued to fund First Aid Training for our adult members this year”.

Louisa asked if there were any questions. There were none.

Louisa asked for a show of hands to show that the Council adopts the accounts.

Louisa then thanked Lisa for all the hard work and time she has given over the year.

Louisa then formally stood down as Chair and handed over to Alan Pyle who as District President will chair the next few items until a new Chair is appointed.

### **5. District President – Alan Pyle**

Alan said a few words and the past year.

#### **a. The District Commissioner’s Nomination for District Chair**

Alan asked David, the District Commissioner, to nominate his choice for District Chair. David nominated Louisa Golder. Alan asked for a show of hands to approve this nomination. Louisa was appointed as the District Chair.

## **Minutes of the 90<sup>th</sup> Annual General Meeting – continued**

### **b. Election of District Secretary**

Alan explained that there were no nominations for District Secretary at the present time. However, this is a key appointment, and we are required to have one for good governance. Alan asked if all Council members consider if they could take on this role. The District Trustee Board would like to thank Glynis Youngs for all the work she has done in this role.

### **c. Election of District Treasurer**

Alan explained that there had been one nomination for District Treasurer – Lisa Jones. Therefore, Lisa was elected as per our constitution no approval vote is needed.

### **d. Election of Independent Examiner**

Alan explained that we have one nomination for the Independent Examiner – Shanie Goddard who agreed to take this on this year and we would like to thank her and she is therefore elected as per our constitution – no approval vote is needed.

### **e. Election of Members to Serve on the District Executive Committee.**

Alan explained that three members put themselves forward for election for the post, therefore no vote was required as per our constitution. They are Holly Stephens, Shivani Harrison and Aaron Williams.

### **f. The District Commissioner's Nominations to serve on the District Executive Committee.**

Alan asked David to nominate his representatives to serve on the District Trustee Board. David nominated Tim Leak, Christopher Littlewood and Kevin Cooper. Alan asked for a show of hands to approve the nomination – majority achieved.

### **g. Co-option of Members to Serve on the District Executive Committee**

Alan explained that three members will be co-opted onto the District Trustee Board and they will be approved by the Trustee Board at its next meeting as per POR.

Each year Louisa invites all GSL's and Chairs to nominate themselves to join the District Trustee Board, so we ensure that we are guided by our local Scout Groups. These positions usually revolve each year in order to bring a fresh perspective every twelve months. The intention is that one of each will be co-opted onto the Trustee Board. For the record the intention is to co-opt

Katie McDonald who is Group Chair at 6<sup>th</sup> Squirrels Heath and Dean Claxton who is GSL at 1<sup>st</sup> Upminster this year. The third co-opted member will be Debbie Carter as fundraiser for the District.

### **h. Election of a Scouter to Serve on the County Scout Council.**

Alan confirmed that the District would like to elect Rachel Taylor to serve on the County Scout Council of GLNE. Alan asked for a show of hands to approve this nomination - majority achieved.

Alan then handed back to the newly elected Chair, Louisa.

## **8. The District Chair – Louisa Golder**

Louisa thanked all the Trustees for their hard work over the last year and congratulated everyone who had been elected and nominated. She thanked Trevor Cottis and Mark Scrace for giving their time to sit on the District Trustee Board last year. She confirmed that the District Trustee Board was now complete and asked the Trustees that were there to stand in order that everyone would know who they are.

## **Minutes of the 90<sup>th</sup> Annual General Meeting – continued**

Louisa also confirmed to the Council members that the Trustees are appointing the following as President and Vice-Presidents for the following year:

President – Alan Pyle

Vice Presidents – Edward Body, Joan McGovern, Linda Thorogood, Bob and Carol Wickington

Louisa thanked our President and Vice Presidents for all their support this year and said we were lucky to have a team who so actively support the District.

### **9. The District Commissioner – David Wright**

What an inspirational year it has been as the incoming District Commissioner for Hornchurch Scouts. I've had the honour and privilege to visit various groups, camps and activity days in the last 12 months and one thing that has been apparent, especially in light of the WSJ, is that when we come together as a team of Scouts there isn't much we can't achieve.

Your success in Scouting is evidenced by the increase in both young people and adults across the District and I am confident this is a result of your efforts and our amazing leaders who are delivering inspiring programmes.

I'm sure that with the introduction of Squirrels sections, a smoother volunteer recruitment process and introduction of better online tools, groups within the district will be able to significantly grow and develop in the next 12 months. By growing Scouting locally, we will help prepare more young people with skills for life, be growing more inclusive, be shaped by young people and be making a bigger impact in our communities.

Our objectives and strategy for 2024 were presented at last years AGM, and are as follows:

#### **Youth Engagement**

Scout groups should give young people the opportunity to develop the skills and knowledge, empowering them to take an active part in the Movement and in their communities. Involvement, recognition and intergenerational exchange are key in providing a framework for our youth members.

#### **Educational Methods**

The Youth Programme should provide a non-formal learning environment, strengthening the capacity of young people to face the challenges of tomorrow. Scouting should attract, train and retain quality adult volunteers to deliver the Youth Programme.

#### **Diversity & Inclusion**

Scout groups should reflect the societies in which it exists and actively work to welcome all individuals without distinction. This diversity should not only be reflected in the membership, but also the methods and programme used within the Movement.

#### **Social Impact**

Every Scout should be involved in community service and share their experiences to inspire others. Through activities and projects, Scouts contribute to their communities and become leaders of positive change.

#### **Communications & External Relations**

Scout groups should accurately portray what we do and why we do it, reflecting our shared values. By using the most impactful methods of communication, and engaging in strategically relevant partnerships, Scouting should be recognised as the world's leading youth movement.

## Minutes of the 90<sup>th</sup> Annual General Meeting – continued

### Governance

The governance of scout groups should be transparent, accountable, efficient and clearly linked to the strategy, and focused on achieving the mission and vision of the Movement. The roles and responsibilities of the different levels in the group should be clearly defined and understood, ensuring a customer-focused approach. In doing so, we ensure high synergy across all groups and sections.

I would like to thank you once again for all you do for Scouting, whether it is at Group, District, County or Regional levels, you are making a huge difference to our young people, Thank You!

### 10. Presentations

Louisa asked David to make the presentations:

#### Long Service & Good Service Awards

Stuart Brown – Silver Acorn Award  
Bob Wallace – Bar to the Award for Merit  
Alistair Lane – Award of Merit  
Kevin Cooper – 25 years' service award  
David Rogers – 20 years' service award  
Dean Claxton – 10 years' service award  
Ian Backman – Chief Scout Commendation for good service

Louisa congratulated Stuart and Bob for their awards this evening and all those who received a long service or good service award.

#### Annual District Awards

##### Jackson Memorial Trophy

This award is awarded to a group in the District which we feel has excelled in all aspects of Scouting. The trophy was presented to:

2<sup>nd</sup> Squirrels Heath

##### Ron Sorrell Shield

This award is awarded to a leader who has been outstanding this year:

Michelle Barkwith, 2<sup>nd</sup> Upminster

##### Janet Winslow Trophy

This award is awarded to a leader who has helped at more than one section.

Aliyah Jamil, 8<sup>th</sup> Hornchurch

##### Young Leader of the Year

This is awarded to a Young Leader who has been an asset to their section

Khadija Naimah, 2<sup>nd</sup> Squirrels Heath

### 10. The Interim County Commissioner – Terry Kingham

Terry said a few words and thanked everyone for their work in Hornchurch District.

David talked through his vision for Hornchurch District of Safe, Fun, Adventures.

## **Minutes of the 90<sup>th</sup> Annual General Meeting – continued**

Louisa formally closed the meeting and thanked everyone for coming and for all their work in the District. Louisa also thanked 1<sup>st</sup> Upminster for allowing us to use their hall for the meeting.

There was then a short presentation from some of the young people who attended the 25<sup>th</sup> World Scout Jamboree in South Korea earlier this year.

## Report of the Trustees for the Year Ended 31 March 2024

The Trustees present their report with the financial statements of Hornchurch District Scout Council for the year ended 31<sup>st</sup> March 2024. The Trustees have chosen to continue preparing Receipts & Payments accounts along with a Statement of Asset and Liabilities to ensure we continue to comply with the rules and guidance of the Charity Commission and The Scouts.

### Charity Details

Charity Name	Hornchurch District Scout Council
Other Names	Hornchurch District Scouts
Registered Charity Number	303699
Scout Association Registration Number	13705
Charity Principal Operating Address	The Paddock, Wood Lane, Elm Park, RM12 5NH
Charity Registered Address	5 Cormorant Walk, Hornchurch, RM12 5HD
Principal Bankers	Barclays Bank plc, 36/38 South Street, Romford, RM1 1RH
Independent Examiner	Shanie Goddard

## Report of the Trustees for the Year Ended 31 March 2024 - continued

### District President and Vice Presidents

President:	Mr Alan Pyle
Vice Presidents:	Mr Edward Body Mrs Linda Thorogood Mrs Carol Wickington Mr Robert Wickington Mrs Joan McGovern

### Trustee Board

District Commissioner	David Wright <sup>2</sup>
District Chair	Louisa Golder <sup>2,4</sup>
District Treasurer	Lisa Jones <sup>2,3</sup>
District Secretary	Glynis Youngs
District Youth Commissioner	Rebecca Fish <sup>1</sup> (to 23.11.2023) Sam Rogers <sup>1</sup> (from 03.01.2024)
District Explorer Scout Commissioner	Rachel Taylor
District Network Commissioner	Alan Winston
Elected by the District Scout Council	Debbie Carter <sup>3,5</sup> (to 18.09.2023) Aaron Williams <sup>1</sup> Holly Stephens <sup>1</sup> Shivani Harrison (from 18.09.2023)
Nominated by the District Commissioner	Tim Leak Chris Littlewood (from 18.09.2023) Kevin Cooper (from 18.09.2023)
Co-opted by the District Trustee Board	Trevor Cottis (to 18.09.2023) Mark Scrace (to 18.09.2023) Dean Claxton (from 18.09.2023) Katie McDonald (from 18.09.2023) Debbie Carter <sup>3,5</sup> (from 18.09.2023)

<sup>1</sup>18-25yr members

<sup>2</sup>Employment sub-committee member

<sup>3</sup>Appointments Advisory sub-committee member

<sup>4</sup>GHISP sub-committee member

<sup>5</sup>Thriftwood Representative

## **Report of the Trustees for the year ended 31 March 2024 - continued**

Governance

### **Governing Document**

Hornchurch District Scout Council'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.

### **Charity Constitution**

The District is a trust established under its rules of The Scout Association which are common to all Scouts in the United Kingdom.

### **Trustee Selection**

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

### **Policies and Procedures**

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 the legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Board consists of the District Chair, District Treasurer and District Secretary together with the District Commissioner, and members nominated by the District Commissioner, members elected by the District Scout Council and members co-opted by the Board (in accordance with the District constitution). The County Commissioner and County Chair have a right of attendance at meetings of the District Trustee Board.

Members of the Board complete Module 1 Essential Information, Safety, Safeguarding, GDPR and Trustee Introduction training within the first 5 months of joining the Board.

The District Trustee Board exists to support the District Commissioner in meeting the responsibilities of their appointment. It meets formally at least five times a year.

Members of the Board must act collectively as charity trustees of the Scout District, and in the best interest 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.

## Report of the Trustees for the year ended 31 March 2024 - continued

### Policies and Procedures - continued

- Appoint and manage the operation of any sub-committees, including appointing a Chair to lead the sub-Committees.
- 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, Scout Network and Scout Active Support Units in the District as necessary.
- Appoint and manage the operation of an Appointments Advisory Committee, including appointing an Appointments Committee Chair to lead it.
- Supervising the administration of Groups, particularly in relation to finance and the trusteeship of property.

### Risk and Internal Control

The Trustees routinely monitor the District key risks and put in place measures to manage them appropriately. The Trustees have identified the following as the potential key risks faced by the charity:

**A safeguarding incident involving Scouting members.** This is mitigated through following The Scout Association's adult appointment process which includes carrying out DBS checks for those performing regulated activity; a national vetting process; and a clear system for reporting concerns. Volunteers are required to complete mandatory safeguarding training within the timeframes set out in the Policy, Organisation and Rules of The Scout Association. Training completion and renewal is monitored by the County Executive through monthly reporting. During the year, there was improved compliance with mandatory safeguarding training and renewal. The District Commissioner and District Chair take the lead on monitoring compliance.

**Risk to the health and safety of Scouting members.** This is mitigated through mandatory safety training for volunteers, which is monitored by the District Trustee Board through monthly reporting of completion and renewal data; adherence to the requirements of the adventurous activity permit scheme; and following the provisions of the Policy, Organisation and Rules of The Scout Association. During the year, there was improved compliance with mandatory safety training and renewal.

In addition, routine planned and preventative maintenance is carried out at the District HQ to protect the health and safety of those using the building. This is led by the District HQ Manager and overseen by the District Trustee Board.

### Internal Controls

The District has in place systems of internal financial control that are designed to provide reasonable assurance against material mismanagement or loss, these include two signatories (or online approvals for all payments).

The District has comprehensive insurance policies to ensure that insurable risks are covered. These include insurance for non-members attending Scouting activities and events. In addition to this the District holds Employers Liability Insurance.

## Report of the Trustees for the year ended 31 March 2024 - continued

### Objectives and Activities

#### Charitable Objectives

The charity's objective is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

#### 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.

#### Charity Activities

Scouting is open to all young people between the ages of 6 and 25, irrespective of their background, ethnic origin, nationality, race, gender, marital or sexual status, mental or physical ability, financial status, political or religious beliefs.

The Scout District incorporates the geographical areas of Ardleigh Green, Corbets Tey, Cranham, Elm Park, Emerson Park, Hornchurch, Rainham & Upminster, which are situated in the Greater London Borough of Havering. Hornchurch Scout District is part of Greater London North East Scout County.

The District's role is to support the Groups within its area of operation. It does this through supporting the development of Scouting, the provision of training and other services, and the running of events and activities for young people.

#### 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

## Report of the Trustees for the year ended 31 March 2024 - continued

### Charity Achievements

The Explorer Scout units in the District (Centurion, Trojans, Vikings and the Young Leaders Unit) continued to run their own programmes and held a number of joint unit activities.

Gambia & Hornchurch International Scout Project (GHISP) continued to support the work on their expeditions in Basse. They worked hard with their fundraising, and we look forward to hearing all about their experiences! The accounts are shown as an attachment to this report.

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

Signed on behalf of the charity's trustees:



Louisa Golder  
District Chair  
Date: 11/09/2024



Lisa Jones  
District Treasurer  
Date: 11/09/2024

# Financial Statements for the Year Ended 31 March 2024

## Financial Review

Overall receipts for the year, including the profit from the sale of Adventure Island Bands and GHISP funds, exceeded payments by £44,246.96 (2023 Excess Receipts £15,478.60).

Net income from District events was £669.79 (2023 loss £2,370.17).

Adventure Island tickets continue to be accounted in a separate bank account. Profit for the year was £9,939.47 (2023 £15,618.38). Stock of Adventure Island tickets was £29,170.00 (based on cost price) at the end of the reporting period. The accounts are shown as an attachment to this report.

## Financial Policies

### Reserves and Investments

The trustees maintain cash reserves in order to support the future of Scouting in the Hornchurch District. Six months operating costs, approximately £4,200 are held in reserves. In addition to this the District holds £39,035.70 designated for the eventual replacement of the District Headquarters building (prefabricated) and District stores. Other designated reserves are set out in note 2 to the accounts. After these designations, free cash amounts to £18,568.00 (2023 £16,652.59).

Free Cash	2023/24	2022/23
Cash at bank	140,140.47	88,166.66
Building & Equipment Reserves	(39,035.70)	(31,089.86)
Operational Reserves	(4,200.00)	(4,100.00)
Adventure Island Funds	(33,715.76)	(23,528.21)
GHISP Funds	(38,992.99)	(6,185.12)
Water Activities	(3,973.62)	(4,956.48)
New Container @ DHQ	(1,654.40)	(1,654.40)
	<u>18,568.00</u>	<u>16,652.59</u>

Reserves are currently invested in income-earning deposits at banks, although interest earned is currently minimal.

### Independent examiner

Shanie Goddard has this year carried out the independent examination of the 2023/24 Accounts and the District Trustee Board is grateful to her for continuing the appointment.

### Trustee's responsibilities

The trustees acknowledge their responsibility for the preparation of the accounts in accordance with guidance issued by the Charity Commission and The Scout Association, and for safeguarding the assets of the charity.

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

Signed on behalf of the charity's trustees:



Louisa Golder  
District Chair  
Date: 11/09/2024



Lisa Jones  
District Treasurer  
Date: 11/09/2024

**Independent Examiner's report**  
to the trustees of Hornchurch District Scout Council

I report to the trustees on my examination of the accounts of the Hornchurch District Scout Council for the year ended 31 March 2024.

**Respective responsibilities of the trustees and examiners**

As the charity trustees of the Hornchurch 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 Hornchurch 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 Hornchurch 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



Shanie Goddard

Date: 10/09/2024

## Statement of Receipts and Payments for the Year Ended 31 March 2024

	2023/24	2023/24	2022/23	2022/23
	£	£	£	£
Receipts	Unrestricted	Restricted	Unrestricted	Restricted
Membership fee from members	64,032.20		63,726.00	
Less membership fee paid on (National/Regional/County)	(54,395.00)		(53,701.00)	
Net membership fee retained	9,637.20		10,025.00	
Donations and Other Income (note 5)	1,337.50		-	
Interest	515.57		88.49	
District Activities - Net Income/(Cost)	669.79		(2,370.17)	
Explorer Scouts - Net Income/(Cost)	300.65		(1,516.30)	
Scout Network Net Income/(Cost)	119.69		(122.87)	
Training	30.00		30.00	
Adventure Island Profit	9,939.47		15,618.38	
GHISP Funds - Net Income/(Cost)	32,807.87		6,128.99	
Water Activities Team - Net Income/(Cost)	-	(982.86)	-	-
New Container @ DHQ	-	-	-	1,654.40
<b>Total Receipts</b>	<b>55,357.74</b>	<b>(982.86)</b>	<b>27,881.52</b>	<b>1,654.40</b>
<b>Payments</b>				
Membership Fee Rebates to Groups	608.50		561.00	
Conferences/Social Events	536.56		552.78	
Duke of Edinburgh - Net (Income)/Cost	(2,106.52)		168.58	
Young Leaders	230.00		209.85	
Development and Growth - Net (Income)/Cost	(15.00)		36.29	
St George's Day	880.91		531.90	
Equipment and Sundry Expenses	765.02		1,222.21	
Paid Administration (note 6)	3,379.61		2,184.74	
District HQ Costs	3,798.86		4,853.29	
District Trustee Board Expenses	395.13		273.46	
DC & District Team Expenses	314.07		365.43	
Training	716.78		1,038.19	
AGM Costs	291.86		258.20	
Grants and Donations (note 5)	1,000.00		-	
Access Fund	315.00		147.00	
<b>Total payments</b>	<b>11,110.78</b>	<b>-</b>	<b>12,402.92</b>	<b>-</b>
<b>Excess (Payments)/Receipts</b>	<b>44,246.96</b>	<b>(982.86)</b>	<b>15,478.60</b>	<b>1,654.40</b>

## Statement of Assets and Liabilities as at 31 March 2024

At the year end the Trustee Board had no material liabilities.

	Notes	2023/24	2022/23
<b>Cash at Bank</b>	1		
Reserve Savings Account	2	43,235.70	35,189.86
Current Account		16,911.82	19,259.78
Explorer Scouts Accounts (inc Network & DofE)		5,803.07	2,972.04
Equals Prepaid Cards - Explorers		846.00	888.56
Equals Prepaid Cards - Network		3.90	1.17
Equals Prepaid Cards - DofE		414.91	-
Equals Prepaid Cards - Admin		216.32	141.92
Adventure Island Account		33,715.76	23,528.21
GHISP Account		38,992.99	6,185.12
		<b>140,140.47</b>	<b>88,166.66</b>
<b>Fixed Assets</b>	3		
Buildings			
District Headquarters		19,095.00	19,095.00
Containers Stores 1		407.00	407.00
Containers Stores 2		2,363.92	2,363.92
		<b>21,865.92</b>	<b>21,865.92</b>
Equipment			
Office		600.00	600.00
Activity		5,000.00	5,000.00
		<b>5,600.00</b>	<b>5,600.00</b>
Thriftwood		<b>250.00</b>	<b>250.00</b>
<b>Stock</b>			
Adventure Island	4	27,775.00	34,050.00
Sealife		1,312.50	3,343.75
Golf		82.50	153.75
		<b>29,170.00</b>	<b>37,547.50</b>
Total Assets		<b>195,631.39</b>	<b>149,932.58</b>

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



Louisa Golder  
District Chair  
Date: 11/09/2024



Lisa Jones  
District Treasurer  
Date: 11/09/2024

# Notes to the Financial Statements for the Year Ended 31 March 2024

## Basis of Accounting

The financial statements have been prepared on a receipts and payments basis and comply with the Statement of Recommended Practice on Accounting and Reporting by Charities where relevant. Receipts are brought into account when cash is received, and payments are accounted for when payment is made. This basis of preparation is permitted to charities with an income of less than £250,000 and which are not companies, under section 113 of the Charities Act 2011.

The accounts comprise the funds under the control of the District Trustee Board, which are:

- the funds of the District Explorer Scout units, the District Scout Network and the Adventure Island account. These are currently directly administered by, or under the oversight of, the District Treasurer.
- the funds administered by the District Treasurer, including the general and designated building and equipment funds.
- the funds of the Gambia & Hornchurch International Scout Project (GHISP).

## 1. Bank Balances

The balances quoted are the amounts reconciled to the bank statements for the period covered by these accounts. These balances are reconciled against outstanding lodgments and payments not included in the statements at 31 March 2024.

## 2. Designated Funds

The trustees designate funds to the Operational Expenses fund in order to support the future of Scouting in the Hornchurch District. Six months operating costs, approximately £4,200 are held in the reserve account. In addition to this, the District designates funds to the Building and Equipment fund for the eventual replacement of the District Headquarters building (prefabricated) and District stores.

The funds of the Scout Active Support, the Explorer Scout Units, the Scout Network and Adventure Island Fundraising are regarded as designated funds of the Executive Council.

Designated Funds	2023/24	2022/23
Buildings and Equipment Fund	39,035.70	31,089.86
Operational Expenses Reserve Fund	4,200.00	4,100.00
Explorer Scouts Accounts	6,649.07	3,860.60
Adventure Island Funds	33,715.76	23,528.21
Equals Prepaid Cards	418.81	1.17
GHISP Funds	38,992.99	6,185.12
	<b>123,012.33</b>	<b>68,764.96</b>

## 3. Fixed Assets

In the statement of assets and liabilities, fixed assets are included on the following basis of valuation:

Buildings: HQ at its cost in 1994/95; Container stores 1 at cost in 2004/05; Container stores 2 at cost in 2017/18.

Office and activity equipment: at the trustees' estimate of their current replacement cost. Thriftwood at its historic cost in 1957. Since the purchase, our share has increased due to the closure of Squirrels Heath District.

## Notes to the Financial Statements for the Year Ended 31 March 2024 - continued

### 4. Adventure Island Stock

Stock value is based on the cost price of the Adventure Island tickets.

	Qty	Cost	2023/24	2022/23
Adventure Island	2222	12.50	27,775.00	34,050.00
Sealife	210	6.25	1,312.50	3,343.75
Golf	22	3.75	82.50	153.75
			<b>29,170.00</b>	<b>37,547.50</b>

### 5. Donations and Other Income

	2023/24	2022/23
Jack Petchey	1,000.00	-
Pro Deo Et Patricia Lodge	337.50	-
	<b>1,337.50</b>	-

### 6. Paid Administration

We currently employ a District Administrator on a permanent contract. These costs are fully funded by membership fee.

### 7. Trustee's Expenses

The trustees are volunteers and do not receive remuneration for their services to the Council. Trustees received reimbursement of necessary expenses incurred in the performance of their duties amounting to £395.13 (2022 £273.46).

## Attachments

### Gambia & Hornchurch International Scout Project Accounts

#### Gambia & Hornchurch International Scout Project

##### Balance Sheet at 04 April 2024

	2023/24	2022/23
	£	£
Capital		
General Fund		
Balance at beginning of year	6,185.12	56.13
Add: Net Income	60,112.84	9,259.68
Less: Net Expenditure	-27,304.97	-3,130.69
Balance at end of year	<u>38,992.99</u>	<u>6,185.12</u>
Represented by:		
Cash at bank	38,992.99	6,185.12
Debtors	0.00	0.00
Creditors	0.00	0.00
Write off	0.00	0.00
Total	<u>38,992.99</u>	<u>6,185.12</u>
	0.00	0.00

Treasurer \_\_\_\_\_ Treasurer  
Adam Woodgate

Auditor \_\_\_\_\_ Auditor  
Name

##### Income & Expenditure Account - Year to 04 April 2024

	2023/24	2022/23
Income		
Net income from fundraising events	27,345.02	159.00
Subtotal	<u>27,345.02</u>	<u>159.00</u>
Other income		
Deposits for 2024 Event	2,200.00	6,450.00
General	21,247.49	2,560.16
Donations/Grants	4,973.98	0.00
Gift Aid	4,346.35	90.52
Total	<u>60,112.84</u>	<u>9,259.68</u>
Expenditure		
General - including project costs	27,304.97	3,130.69
Total	<u>27,304.97</u>	<u>3,130.69</u>
Net Income/(Expenditure) for 2023/24	<u><u>32,807.87</u></u>	<u><u>6,128.99</u></u>

## Adventure Island Accounts

### Adventure Island Accounts for the year 1 April 2023 to 31 March 2024

Payments & Receipts	Notes	2023/24	2022/23
<b>Receipts</b>			
Sales of tickets		39,015.76	49,214.25
Donations		47.54	116.69
WSJ Fundraising (using card machines)		-	890.00
Other		-	45.00
<b>Total Receipts</b>		<b>39,063.30</b>	<b>50,265.94</b>
<b>Payments</b>			
Purchase of tickets		19,864.90	46,775.00
Sales Refunds		-	60.00
District Reserves		7,600.00	2,100.00
Mobile phone costs		226.80	288.22
Access Fund (tfr to Current a/c)		500.00	500.00
District Activity (annual £2k)		-	2,000.00
Gifts		600.99	607.24
Postage		6.10	4.16
Other		77.05	107.68
WSJ23		-	2,348.84
<b>Total payments</b>		<b>28,875.84</b>	<b>54,791.14</b>
<b>Excess (Payments)/Receipts</b>		<b>10,187.46</b>	<b>(4,525.20)</b>
Bank Opening Balance 1 April	1	<b>23,528.21</b>	<b>28,053.41</b>
Sales of tickets		39,015.76	49,154.25
Donations		47.54	116.69
Purchase of tickets		(19,864.90)	(46,775.00)
District Reserves		(7,600.00)	(2,100.00)
Mobile phone costs		(226.80)	(288.22)
Disadvantage Fund grants		(500.00)	(500.00)
District Activity (annual £2k)		-	(2,000.00)
Gifts		(600.99)	(607.24)
Postage		(6.10)	(4.16)
Other		(77.05)	(62.68)
WSJ23		-	(1,458.84)
Bank Closing Balance 31 March		<b>33,715.67</b>	<b>23,528.21</b>

Stock of tickets @ cost price	2		2023/24	2022/23
	Qty	Cost		
Adventure Island	2222	12.50	27,775.00	34,050.00
Sealife	210	6.25	1,312.50	3,343.75
Golf	22	3.75	82.50	153.75
			<b>29,170.00</b>	<b>37,547.50</b>

#### Statement of Profit & Loss

Sale of tickets		39,015.76	49,154.25
Less:			
Opening Stock		37,547.50	23,408.75
Costs (excludes transfers to Admin/Reserves/Grants)		20,698.79	47,674.62
		<b>58,246.29</b>	<b>71,083.37</b>
Closing Stock		29,170.00	37,547.50
Cost of Sales		29,076.29	33,535.87
Profit for the year		<b>9,939.47</b>	<b>15,618.38</b>