

ROMFORD DISTRICT SCOUT COUNCIL
ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024
REGISTERED CHARITY 303701

ROMFORD DISTRICT SCOUT COUNCIL
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Report of the Trustees for the year ended 31 March 2024

The Trustees present their report and financial statements for the year ended 31 March 2024

Charity details

Charity Name	Romford District Scout Council
Registered Charity Number	303701
District Registration Number	132545
Charity's Principal Address	24 Park Drive. Romford, RM1 4LH
Bankers	Barclays Bank Plc. 36/38 South Street, Romford, RM1 1RH
	Lloyds Bank Plc. 1 Market Place, Romford, RM1 3AA
Independent Examiner	Paul Naude

Board of Trustees

District Commissioner	Dean Jeffreys
District Chair	Julien Rawle
District Treasurer	Colin Shepherd
District Secretary	Penelope Williams
District Youth Commissioner	Reece Wiltshire
District Explorer Scout Commissioner	TBA
District Network Commissioner	Scott Riches (Resigned 8 September 2023)
District Network Commissioner	TBA
District Appointments Secretary	Adam Vale
Warden DHQ	Geoff Hutton
Elected Member	Elizabeth Godden
Elected Member	Jack Tape

Governance

Governing Document

Romford 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 to the Association and the Policy, Organisation and Rules of The Scout Association.

Charities Constitution

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

Trustee Selection

The Trustees are appointed in accordance with 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.

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

The District Board exists to support the District Commissioner in meeting the responsibilities of their appointment. It meets at least 4 times a year.

Members of the Board must act collectively as charity trustees of the Scout District, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association.
- Manage 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.
- 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 District Scout Supporter Units as necessary.
- Appoint and manage of any Appointment 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.

The Trustee Board must also:

- Appoint administrators, Advisers, and co-opted members of the Trustee Board.
- Approve the Annual Report and Accounts after their examination by an appropriate auditor, Independent Examiner or Scrutineer.

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 training and renewal. The District Commissioner and District Chair take the lead on monitoring compliance.

Risk to the health and safety of scouting members. There is mandatory safety training for volunteers which is monitored by the District Trustee Board by 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 training and renewal, In addition, routine planned and preventative maintenance is carried out at the District HQ and Crow Camp to protect the health and safety of those using the facilities.

Internal Controls. The District has placed systems of internal control that are designed to provide reasonable assurance against material mismanagement of loss, these include 2 signatories (or online approvals on all payments).

The District has comprehensive insurance policies to ensure risks are covered. These include insurance for non-members attending scouting activities and events. Risk assessments are required for all scouting activities including both indoor and outdoor activities.

Objectives and Activities

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 4 and 25. irrespective of their background, ethnic origin, nationality, race, marital or sexual status, political or religious beliefs. The Scout District incorporates the geographical areas of Romford, Collier Row, Gidea Park, Harold Hill, Havering and Squirrels Heath which are situated in the Greater London Borough of Havering. Romford Scout District is part of the 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 criteria under both the advancement of education and the advancement of citizenship of community development headings.

Financial Review

The District's policy on reserves is to hold bank balances and the interest rates received to ensure the District obtains maximum value from its banking arrangements. Sufficient resources to continue the charitable activities of the District should income and fundraising fall short.

Charity Achievements

The District continues to redevelop Crow Camp, our District camp site. After a structural report on our District Headquarters showing serious defects, it has now been condemned. In the coming months the Trustee Board will be considering 3 options for our Headquarters.

- 1 To redevelop the site with a new headquarters.
- 2 To seek a suitable site for our new headquarters.
- 3 To sell the site.

Declaration

The Trustee Board declare that they have approved the Trustees' report above

Signed on behalf of the Charity's Trustee Board

Julien Rawle
District Chair

Colin Shepherd
District Treasurer

Date

Date

Independent examiner's report to the Trustees of Romford District Scout Council

I report to the trustees on my examination of the accounts of the ROMFORD DISTRICT SCOUT COUNCIL for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the Romford 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 Trust's 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with the records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set

Out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part an independent examination.

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: Paul Naude

Address: Clover Tye
Little Browns Lane
Edenbridge
TB8 6LJ

Date:

INCOME AND EXPENDITURE ACCOUNT

Year ended	Year ended Notes	
	31 March 2024	31
March 2023		
INCOME - UNRESTRICTED		
District HQ and Crow Camp Rental Income	0	804
Adult Training and Development	140	270
Squirrel Activities	76	0
Beaver Activities	2,180	
830		
Cub Activities	7,456	9,929
Scout Activities	2,337	
0		
Explorer Activities	37,316	12,884
Network Activities	1,476	0
Scout Shop	0	1,616
District Events	265	0
Donations, Fund Raising, Gift Aid	6,367	20,521
Investment Income and Bank Interest	20,126	5,079
Int. Trip Balance	0	3,738
TOTAL INCOME	<u>77,739</u>	<u>55,672</u>
EXPENDITURE		
Member Fees Net - District	1,108	1,586
District HQ and Crow Camp Costs	4,628	4,187
Training	151	2,638
Squirrel Activities	132	0
Beaver Activities	2,254	
646		
Cub Activities	5,453	9,078
Scout Activities	2,592	
0		
Explorer Activities	32,602	20,292
Explorer International Camp Expenses	0	
3,189		
Network Activities	2,317	166
Loss on Badge/Scout Shop Stock	56	4,876
District Events	2,438	
6,896		
Repairs, Renewals and Equipment	2,738	1,721
Officers & Sundry Expenses	1,723	2,792
Equipment	0	138
Minibus and Van	1,974	1,693
Crow Camp Development	5,403	7,894
WSJ - South Korea for Explorers	0	16,600
Depreciation on FF and Equipment	5,307	4,233
TOTAL EXPENDITURE	<u>70,878</u>	
<u>88,625</u>		
PROFIT/(DEFICIT) FOR THE YEAR	<u>6,861</u>	=
<u>32,953</u>		

Romford District Scouts
Statement of Financial Activities for the year ended 31 March
2024

STATEMENT OF ASSETS, LIABILITIES AND FUNDS

	31/03/2024	Notes	31/03/2023
FIXED ASSETS	42,576	AA	38,092
CURRENT ASSETS			
Barclays Bank Current Account	1,465		8,007
Barclays Bank Reserve Account	31,189		40,256
Lloyds Explorer Account	8,177	A1	47,849
Lloyds Explorer Depoait Accounts	93,369		0
Bank Accounts	<u>134,130</u>		<u>96,112</u>
Skipton Building Society	100,000	A3	100,000
Nationwide Building Society	91,217	A2	86,887
Redwood Bank	45,000		45,000
Buckinghamshire Building Society	70,000		70,000
Hinckley Building Society	50,000		50,000
Vernon Building Society	51,562		50,000
United Trust Bank	51,422		50,000
United Trust Bank	51,533		50,000
Investment Accounts	<u>510,734</u>		<u>501,887</u>
Badge / Shop and Badge Stock	263		125
Debtors and Prepayments	4,053		741
Accrued Investment and bank Interest	3,549	A2/A3	1,541
	<u>7,865</u>		<u>2,407</u>
TOTAL ASSETS	<u><u>695,304.90</u></u>		<u><u>638,498.46</u></u>
CURRENT LIABILITIES			
Accrued Expenses	2,551		1,400
International Trip Member Balances - Iceland/Holland	55,295	L1	6,500
TOTAL LIABILITIES	<u>57,845.87</u>		<u>7,900.44</u>
NET ASSETS LESS LIABILITIES	<u><u>637,459</u></u>		<u><u>630,598</u></u>
FUNDS			
Total Accumulated Fund	129,032		117,128
RESTRICTED FUNDS:			

Bunny Warren Legacy	20,332	F1	20,332
DHQ Redevelopment	451,210	F2	451,210
Crow Camp Redevelopment	36,885	F3	41,928
TOTAL FUNDS	<u>637,459</u>		<u>630,598</u>

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Notes to the Financial Activities for year ending 31st March 2024

AA	FIXED ASSETS	FIXTURES FITTINGS & EQUIPMENT	CONTAINER S	COMPUTER EQUIPMENT	TOTAL
	Balance B/Fwd	42325	0	0	42325
	Additions	0	8832	959	9791
		<u>42325</u>	<u>8832</u>	<u>959</u>	<u>52116</u>
	Depreciation B/Fwd	4233	0	0	4233
	Depreciation in year	4232	883	192	5307
		<u>8465</u>	<u>883</u>	<u>192</u>	<u>9540</u>
	NBV 31 March 2024	<u>£33,860</u>	<u>£7,949</u>	<u>£767</u>	<u>£42,576</u>

Depreciation is calculated as follows:

Fixtures, Fittings and Equipment	Over 10 years
Containers	Over 10 years
Computer Equipment	Over 5 years

A!	STOCK
Opening Stock	125
Purchases in year	357
	<u>482</u>
Sales in year	-163
Stock W/Off	-56
Closing Stock	<u>£263</u>

A1 Explorer bank account holds deposits and savings for international trips.

A2 Investments that pay interest directly to the funds.

- A3 Investment that pay interest to the District bank account
All investments have been reviewed where appropriate.

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Liabilities

- L1 Deposits and savings for Explorer overseas trips

Funds

- F1 Bunny Warren legacy fund - no movement in the year
F2 DHQ Redevelopment Restricted fund- no movement in year
F3 Unspent Balance of Crow Camp restricted redevelopment fund

- L1 Deposits and savings for Explorer overseas trips

