

Trustees Annual Report

For the year ended 31 December 2023

Charity name: Sutton District Scout Council
Registered charity number: 303841
HQ registration number: 10001096
Charity principal address: Sutton District Scout HQ, 72b Woodcote Road,
Wallington, Surrey. SM6 0LY

Names of the trustees who manage the charity:

Trustee	Office	Dates acted if not for the whole year: from	No of years continuing
Ian Bowdler	Chair	1 October 2023	3 (to 2027)
Janet Cantrill	Treasurer	1 September 2023	3 (to 2027)
Susan Jones	Trustee	15 July 2023	2 (to 2026)
Gavin Merivale	Trustee	15 July 2023	1 (to 2025)
Lisa Watson	Trustee	15 July 2023	1 (to 2025)
Katie Hollis	Trustee	15 July 2023	1 (to 2025)
Paul Littlechild	District Lead Volunteer		Ex-officio
Mike O'Donnell	District Explorer Leader		1 (to 2025)
Lorenzo Heitmeyer	District Youth Lead Volunteer	15 July 2023	Ex-officio

The trustees have indicated that they are willing to continue their roles for the number of years as indicated above. At the end of their term, they may choose to be considered for re-election. The roles will also be advertised to promote interest (internal and external) in joining the trustee board. The trustee board are responsible for recommending trustees to the District Scout Council, which ratifies (or not) their recommendation(s) at the AGM.

Mike O'Donnell is relinquishing the District Explorer Leader role by the end of 2024 but has indicated he wishes to continue as a trustee for a further one year. The board of trustees recommend his appointment.

Bankers and other advisers:

1. Barclays Bank plc
2. CCLA Investment Management Limited

Structure, Governance and Management

Type of governing document:	The District'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.
How the charity is constituted:	The District is a trust established under the Scout Association's rules which are common to all Scouts.
Trustee selection methods:	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.
Organisational structure:	<p>The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the 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.</p> <p>The Trustee Board (from the 2024 AGM) consists of the Chair, Treasurer and six Trustees (including two ex-officio Trustees – the District Lead Volunteer and District Youth Lead Volunteer) and meets five times a year.</p> <p>Members of the Trustee Board complete Trustee learning within the first six months of joining the Board.</p> <p>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.</p>
Risk and Internal controls:	The Trustees have examined the major strategic, business and operational risks which the District faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen those risks.

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.

Sutton District Scout Council is responsible for Scouting in the London Borough of Sutton. The membership as at the 2024 census consists of 1,597 young people of both sexes between the ages of 6 and 18 years. The leadership of these young people is provided by adult volunteers, all of whom are unpaid. They are trained and appointed in accordance with the Scout Association's Policy, Organisation & Rules.

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:

The District continued to pursue its objective of promoting and assisting in the running of Scouting in the London Borough of Sutton. Full details of developments, activities and achievements during the year are contained in the reports of the Chair, District Lead Volunteer and others, which are contained within this annual report.

Financial Review:

The District recorded a surplus for the year of £3,515 (2022 – deficit £18,579).

Investment policy: The District does not have a formal investment policy. It endeavours to obtain the best possible return on its investments and cash balances. Fluctuations in markets can, however, result in the value of investments going down as well as up.

Reserves Policy: The accumulated reserves are represented by the General Fund and are free reserves which have been built up over time to cover future expenditure on projects and meet ongoing running costs. It is considered that the minimum reserve to be held at any one time should equate to twenty-four months running costs for the District's properties excluding associated income, which is approximately £30,000.

Responsibilities of the Trustees: Charity law requires Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and its incoming resources and application of resources, including the net income or expenditure for the year. In preparing those accounts, the Trustees are required to:

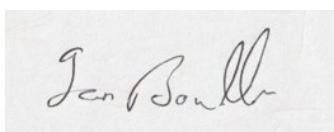
1. select suitable accounting policies and apply them consistently;
2. make judgements and estimates that are reasonable and prudent;
3. state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departure disclosed and explained in the accounts;
4. and prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for having proper accounting records kept, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Declaration:

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

Signed on behalf of the charity's trustees



Signature:

Full name: Ian Bowdler

Position: Chair, Board of trustees, Sutton District Scout Council: Date: 22 May 2024

Independent Examiner's report to the Trustees of the Sutton District Scout Council

I report to the trustees on my examination of the accounts of the Sutton District Scout Council for the year ended 31 December 2023

Responsibilities and basis of report

As the charity trustees of the Sutton 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 Sutton 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 Sutton District Scouts Council as required by section 130 of the Act
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

Signature
Of Independent Examiner



Date 21/05/2024.

Steve Barnes
292 Coulsdon Road
Old Coulsdon
Surrey
CR5 1EB

SUTTON DISTRICT SCOUT COUNCIL

Statement of financial activities summary For the year ended 31 December 2023

General Fund	Notes	2023 £	2022 £
Total incoming resources	2	76,066	67,601
Total resources expended	3	<u>77,684</u>	<u>78,830</u>
Net incoming (outgoing) resources		(1,618)	(11,229)
Unrealised gain on investment assets	5	5,133	(7,350)
Loss on investment redemption		<u>0</u>	<u>0</u>
Surplus (Deficit) for year		3,515	(18,579)
Fund balance brought forward		<u>206,542</u>	<u>225,121</u>
General and restricted funds balance carried forward		<u><u>210,057</u></u>	<u><u>206,542</u></u>

The accompanying notes on pages 8-12 are an integral part of the financial statements.

Balance sheet

As at 31 December 2023

	Notes	2023 £	2022 £
Fixed assets			
Leasehold land and buildings	4	52,401	55,021
Investments	5	60,992	55,859
		<u>113,393</u>	<u>110,880</u>
Current assets			
Stocks	6	6,893	7,121
Loan debtor – groups		0	0
Sundry debtors and prepayments		55,524	5,668
Cash at bank			
- District Council Accounts		39,570	59,242
- District Section Accounts		45,990	39,608
		<u>147,977</u>	<u>111,639</u>
Current Liabilities			
Sundry creditors and accruals		(51,313)	(15,977)
		<u>96,664</u>	<u>95,662</u>
Net current assets		<u>210,057</u>	<u>206,542</u>
Net assets		<u>210,057</u>	<u>206,542</u>
Represented by			
Restricted Fund		11,248	22,494
General Fund		198,809	184,048
Total Funds		<u>210,057</u>	<u>206,542</u>

The financial statements on pages 6 & 7 were approved by the trustees on 22 May 2024 and signed on its behalf by:

Ian Bowdler, Chair, Board of trustees

Janet Cantrill, Treasurer.

Notes to the financial statements

For the year ended 31 December 2023

1. Principal accounting policies

Accounting basis and standards

The financial statements are prepared under the historical cost convention as modified by the inclusion of investments at market value, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 1995), with the Financial Reporting Standard for Smaller Entities and with the Charities Act 1993.

The accounts have been drawn up on an accruals basis, which is consistent with prior years.

Leasehold land and buildings

The leasehold land was acquired at no cost. The buildings are stated at cost less accumulated depreciation. Depreciation is calculated on a straight line basis in order to write the asset off over a period of fifty years.

Investments

Investments are stated at market value, as required by the Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 1995).

Stocks

Stocks are recorded at the lower of cost or net realisable value.

Income

Income is included in the accounts when due and quantifiable.

Notes to the financial statements (continued)

For the year ended 31 December 2023

2. Incoming resources

	2023	2022
	£	£
Membership subscriptions	4,460	0
Investment income		
- Dividends and interest	1,674	1,668
	<u>6,134</u>	<u>1,668</u>
Section Activities		
- Beaver Scouts	274	949
- Cub Scouts	2,880	108
- Scouts	1,305	15,213
- Explorer Scouts	42,547	32,685
- Network	0	83
-Sundry	108	87
-Badges / scarves	4,121	3,738
-Caving & Sailing	11,101	0
	<u>62,336</u>	<u>52,863</u>
Headquarters letting income	7,596	5,069
Grants	0	8,001
	<u>0</u>	<u>8,001</u>
Total incoming resources	<u>76,066</u>	<u>67,601</u>

Notes to the financial statements (continued)

For the year ended 31 December 2023

3. Resources expended

	Notes	2023 £	2022 £
Donations / grants			
- Sundry donations		-	-
Section Activities			
- Beaver Scouts		0	942
- Cub Scouts		2,579	258
- Scouts		221	14,892
- Explorer Scouts		37,916	34,787
- Network		9	10
- Events		0	0
- Badges / scarves		5,241	3,492
		45,966	54,381
Headquarters expenditure			
District HQ			
- Rates		393	564
- Light and heat		1,977	4,490
- Cleaning		2,400	2,400
- Repairs and maintenance		1,995	887
- Insurance		3,125	3,891
- Water		964	590
- Amortisation of lease		2,620	2,620
Abbotts Road 2nd Cheam		2,332	5,457
Harrow Road		2,471	681
		18,277	21,580
Administrative expenses			
- DC, ADC expenses	7	193	374
- Secretarial & other		152	371
		345	745
Other expenditure			
- District development activity		820	300
- AGM		0	140
- Miscellaneous		257	465
- Personal accident insurance		52	42
- Music Licence		55	90
- Leader training		113	707
- Equipment insurance		357	380
- Jamboree		7,500	0
- Caving & Sailing		3,192	0
- Equipment		750	0
		13,096	2,124
Total resources expended		77,684	78,830

Notes to the financial statements

For the year ended 31 December 2023

4. Leasehold Land & Buildings

The Scout Association holds, as Trustee for the District, a 125 year lease (commencing 11.10.1993) on land at 72b Woodcote Road, Wallington, Surrey, SM6 0LY, on which the District HQ now stands.

	2023	2022
Buildings		
Cost	131,003	131,003
	<hr/>	<hr/>
Depreciation		
at 1 January 2023	75,982	73,362
- charge for year	2,620	2,620
	<hr/>	<hr/>
at 31 December 2023	78,602	75,982
	<hr/>	<hr/>
Net Book Value at 31 December 2023	52,401	55,021
	<hr/> <hr/>	<hr/> <hr/>

5. Investments

	Market value 31.12.23 £	Gain/loss on revaluation £	Market value 31.12.22 £
3073.44 COIF Charities Investment Fund income units	60,992	5,133	55,859
	<hr/>	<hr/>	<hr/>
	60,992	5,133	55,859
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

6. Stocks

	At 31	At 31
	Decembe r	December
	2023	2022
	£	£
Badges / scarves	6,893	7,121
	<u> </u>	<u> </u>

Notes to the financial statements (continued)

For the year ended 31 December 2023

7. Trustees' remuneration and expenses

No trustee, nor any person connected with them, has received or is due to receive any remuneration for the year, directly or indirectly, from the charity's funds.

Expenses of £193 were reimbursed to trustees during the year (2022 £374).