



Trustees' Annual Report

For the period 01/04/2024 to 31/3/2025

Section A – Reference and administration details

Charity Name: Caterham District Scout Council

Registered Charity Number: 305693

Charity's principal address: 89 Rook Lane, Caterham, Surrey CR3 5BN

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Peter Lovat	Chair	
2	Mrs. Gwen Hoare	Trustee	
3	Peter Hoare	Treasurer	
4	Penny Stock	District Lead Volunteer	
5	Mrs. Pamela Marshall-Jones	Trustee	
6	Andrew Parr	ADC General Duties Trustee	To 6/11/2024 From 7/11/2024
7	Mrs. Janet Enstone	Badge Secretary	To July 2024
8	John Clarke	District Advisor	To July 2024
9	Matthew Thompson	Campsite Manager	To July 2024
10	Charlotte Borman	Youth Commissioner	From September 2024
11	Harry Jeal	Youth Commissioner	From September 2024

Name and address of adviser

Section B – Structure, governance and management

Description of the charity's trusts

Type of governing document (e.g. trust deed, constitution)	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 (e.g. trust, association, company)	The District is a trust established under its rules which are common to all Scouts
Trustee selection methods (e.g. appointed by, elected by)	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association

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

Policies and procedures adopted for:

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

The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout District which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate. Trustee training has taken place covering aspects of trustee requirements.

The Board consists of 3 independent representatives, Chair, Treasurer and a Trustee together with the District Lead Volunteer and representatives of sub-Boards. It meets 3 times per year.

The District Trustee Board 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 main area of concern that has been identified is damage to the camp site buildings, property and equipment. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss, injury to Leaders, helpers, supporters and members. The District through the capitation fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.

Section C – Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the District are as a unit of the Scout Association.

The Aim of The Scout Association 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 method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult Leadership.

Subscriptions are charged for membership to cover immediate running costs of the District and these do not unduly restrict membership. The District follows the principle that no one should be excluded because of their inability to pay membership subscriptions.

Two key principles demonstrate that Scouting's aims are for the public benefit are that through the Scout method young people develop towards their full potential and that there is a clear link between the benefits for young people and the purpose of Scouting. The safety of young people is taken very seriously and the benefits Scouting activities provide far outweigh the risks. Any private benefits from Scouting are incidental, other than to those as a beneficiary

Summary of the main activities in relation to these objects

The Groups within Caterham District are lead and supported by the District Trustee Board, District Leadership Team and District Programme Team Leaders. Meetings are scheduled and held for all those operating at District level along with Leaders form section district wide. Our aim as a District Leadership Team is to support the delivery of quality safe Scouting, encourage recruitment of young people and adults through the delivery of a supportive level of Scouting.

The District leadership team continues to abide by and whole heartedly support the adult members within our District to meet the standards set by the Scout Association for all aspects of training, particularly safety. The continued provision of District events and activities provides a good pathway for interaction and cohesion between groups, along with providing opportunity for youth and adult peer to peer support. This is also mirrored on a wider horizon with District Groups participating in County led events

Penny Stock (District Lead Volunteer)

Section D – Achievements and performance

Summary of the main achievements of the charity during the year

The District as whole provides support for Groups with an aim to encourage growth of youth membership and adults. The push to achieve improved compliance for mandatory training continues and recent changes with the Scout Association has required extra support for some to meet compliance regarding the new online system. Getting to grips with new ways of working has generally been very good within the District and those who it has proven more difficult for have been offered support and guidance.

Multiple awards for Youth Members in all sections District wide and recognition of service via the Scout Association length of Service award scheme for our adult members. There has also been a King Scouts Award achieved.

The District camp site Roverdene continues to be available to provide an environment which is well utilised by local Groups, Groups from outside the Scout District and local youth Groups including schools. The management of Roverdene as an environment to meet compliance has been an area of successful focus

Whilst our existing Squirrel dreys continue to thrive, the creation of more dreys has been thwarted due to the lack of adults available to meet the requirements, however, this area of recruitment remains an ongoing project and a point of focus groups within the District.

Penny Stock (District Lead Volunteer)

Section E – Financial review

Brief statement of the charity's policy on reserves

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The District Trustee Board considers that the District should hold a sum, circa £20,000.

Investment policy and objectives

The District's Income and Expenditure is small and consequently 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 only mainstream banks.

Section F – Other optional information

None

Section G – Declaration

The trustees declare that they have approved the trustees' report above
Signed on behalf of the charity's trustees

Signature	<i>Peter Lovat</i>	<i>Peter Hoare</i>
Full Names	Peter Lovat	Peter Hoare
Position	Chairman	Treasurer
Date	2/6/2025	

Caterham District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2024	To	31/03/2025
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Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
Receipts	£	£
Donations, legacies and similar income		
Membership subscriptions	28,517	24,635
Less: Membership subscriptions paid on (National/County/Area/District)	28,517	27,391
Net membership subscriptions retained	-	2,756
Donations	25	140
Parade Collections	141	440
Gift Aid on Parade Collections (GASDS)	35	63
Gift Aid receipts for District Staff	35	62
J Robinson Fuller Legacy	45,561	
Tandridge Lottery	141	245
Sub total	45,938	- 1,806
Grants		
Hospitality and Leisure Grants		
Sub total	-	-
Fundraising Activities		
Fundraising activities		-
Sub total	-	-
Investment income		
Bank Business Account Interest	240	179
J Robinson Fuller Legacy Account Interest	1,093	362
Bank Fixed Term Interest	696	345
Sub total	2,029	886
Sundry receipts		
Activities	17,684	7,160
Badge receipts	2,662	3,890
Campsite Fees	2,346	2,411
Explorer Scout Unit	1,551	1,772
District Event Support Team		20
Jamboree Receipts		4,311
Payment received in error/Band donation refund	100	51
Unknown - Leslie		35
Advance Capitation	3,965	
Sub total	28,308	19,650
Total Gross Income	76,275	18,730
Asset and investment sales, etc.	-	-
Total receipts	76,275	18,730

Caterham District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2024	To	31/03/2025
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Receipts and payments

	2024/25	2023/24
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Youth programme and activities	14,679	8,991
Adult support and training	553	442
Water and Sewerage	317	120
Building and Equipment Insurance	669	705
PAME Insurance	52	52
Repairs and Renewals (Roverdene Campsite)	3,820	473
Printing and photocopying		
Donations/Grants	103	
Parade Collections	177	503
Parade Collections Gift Aid		
AGM and trustee expenses	547	715
District Website	300	
Sub total	21,217	12,001
Fundraising expenses		
Other fundraising costs		-
Sub total	-	-
Sundry Payments		
Purchase of Badges	2,354	4,741
Explorer Scout Unit	2,043	735
District Event Support Team	25	125
Advance Capitation Payment		
Jamboree Payments		990
Band Cancelation	100	
Payment in error		51
Sub total	4,522	6,642
Total Gross Expenditure	25,739	18,643
Asset and investment purchases, etc.	-	-
Total payments	25,739	18,643
Net of receipts/(payments)	50,536	87
Cash funds last year end	42,372	42,287
Cash funds this year end	92,908	42,374

Statement of assets and liabilities at the end of the year

	31/03/2025	31/03/2024
	Unrestricted funds	Unrestricted funds
	£	£
Cash funds		
Bank current account	4,796	1,848
Bank Instant Access account	21,460	20,524
Bank Deposit Account (95 day Notice)	46,654	
Bank Fixed Term Account	20,000	20,000
Total cash funds	92,910	42,372
Other monetary assets		
Tax claim	-	-
Debts due	-	-
Insurance claim	-	-
Sub total	-	-
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	2,868	2,976
Shop stock		-
Other stock	-	-
Land and buildings	50,000	50,000
Motor vehicles	-	-
Scouting equipment, furniture etc	-	
Other	-	-
Sub total	52,868	52,976
Liabilities		
Accounts not yet paid	191	147
Expenses incurred but not invoiced		-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	191	147

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 2nd June 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature
<i>Peter Lovat</i>
<i>Peter Hoare</i>

Print Name	
Peter Lovat	Chair
Peter Hoare	Treasurer

Scrutineer's Report to the Trustees of the CATERHAM DISTRICT SCOUT COUNCIL

I report on the accounts of the District for the year ended 31st March 2025.

Respective responsibilities of Trustees and Scrutineer

As the District's trustees you are responsible for the preparation of the accounts; you consider that neither the audit nor independent examination requirements of the Charities Act 2011 apply. It is my responsibility without carrying out an audit or independent examination to scrutinise the accounts and to report to you.

Basis of Scrutineer's Statement

In accordance with the directions given in the District's constitution, I have scrutinised the records and the accounts set out on pages 1 to 3.

Scrutineer's Statement

In my opinion the accounts are in accordance with the records produced to me and comply with the constitution.

Signed ...*A Clement*

Name:Alison Clement.....

Qualification:Chartered Accountant.....

Address:Dene Farm Cottage, Dean Oak Lane.....

.....Leigh, REIGATE.....

.....Surrey RH2 8PY.....

Date:*26/5/2025*.....