

Trustees' Annual Report

For the period

From (start date)

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 to end date

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Section A Reference and administration details

Charity name	Worthing District Scout Council								
Other names the charity is known by	Worthing District Scouts								
Registered charity number (if any)	3 0 5 9 1 6								
HQ registration number	1 0 0 0 1 2 5 6								
Charity's principal address	<table style="width: 100%; border-collapse: collapse;"> <tr><td colspan="2">80 Brougham Road</td></tr> <tr><td colspan="2">Worthing</td></tr> <tr><td colspan="2"> </td></tr> <tr> <td style="text-align: right; padding-right: 10px;">Postcode</td> <td style="border: 1px solid black; padding: 2px;">B N 1 1 2 N U</td> </tr> </table>	80 Brougham Road		Worthing				Postcode	B N 1 1 2 N U
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Worthing									
Postcode	B N 1 1 2 N U								

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mr A Chartres	District Commissioner	
2	Mr K Jenkins	District Chair	From 11 Oct 2022
3	Mr M Hudgell	Deputy Dist Comm.	
4	Mr S Burchett	Network Comm.	
5	Mrs M Fuller	District Treasurer	from 28 Nov 2022
6	Mr D Willett		
7	Mrs B Wells		
8	Miss L Wingrove		from 26 Dec 2022
9			
10			
11			
12			

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

Type of advisor	Name
Independent Examiner	Colin Dadswell FCA FCCA DChA Caladine Limited 22 Upperton Road Eastbourne East Sussex BN21 1BF

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 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)

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

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 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.

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Leaders, and other representation and meets approximately every 2 months.

Members of the Executive Committee complete 'Essential Information for Executive Committee' training within the first 5 months of joining the committee, and additional training focussing on Safety and Safeguarding our members. This District Executive Committee exists to support the District Commissioner 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 finance;

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.

Maintaining a sub-committee that works as part of the vetting process for Adults looking to join the Scout Association.

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.

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The main areas of concern that have been identified are:

Damage to the building, property and equipment. The District would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Districts. Similar reciprocal arrangements exist with these organisations. The district directly leases one property from West Sussex County Council, and has plans in place to manage this to ensure it is safe, secure and functional.

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.

Reduced income from fund raising. The District is primarily reliant upon income from subscriptions and fundraising. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The trustees could raise the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.

Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the District as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.

Reduction or loss of members. The District provides activities for all young people aged 6 to 25. If there was a reduction in membership in a particular section or the District as whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.

The district is directly responsible for the Explorer Scout (14-18) and Scout Network (18-25) membership and has controls in place to ensure the spending on these sections is commensurate with the number of Young People taking part.

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.

Future Changes. During the next financial year, the Executive Committee will be renamed the trustee board, and during the year we anticipate there will be changes to the composition and method of appointing people to the board, in line with changes being introduced by the Scout Association across the board.

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

Worthing Scouts directly delivers an Explorer Scout and Scout Network programme for over 250 young people in Worthing, through a collection of Explorer Scout Units and the Network. We have specialised Active Support Units that deliver climbing, archery, shooting and more to members through Worthing.

The Young Leader scheme has over 80 members, who gain skills for life and help deliver great programmes for our sections.

Our groups provide programme for over 1200 Young People in the Squirrel, Beaver, Cub and Scout age ranges and work with us on ensuring a high quality programme.

None of this would be possible without the 300 adults who make this happen, whether youth facing or behind the scenes - they all power towards the goal of providing great bits for our 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.

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

During the year, over 100 young people have achieved their top awards, which we recognise at special award ceremonies. Our adults continue to develop their skills towards the wood badge, and Worthing has had over 25 achieve this during the last year.

Our groups continue to grow in strength, recovering from the covid-effect and delivering great programme to young people.

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 resources 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 a sum equivalent to 12 months running costs, variable from time to time as it includes special funds.

The District held adequate reserves at year end.

Quantify and explain any designations

N/A

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

N/A

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);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

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.

Section E**Financial Review (continued)**

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 considers the cash flow requirements.

Section F**Other Optional Information**

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

Continued development for international scouting opportunities for a broader range of members across the district. Embedding best practice and empowering our groups to deliver excellent scouting opportunities.

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Al Chartres

Full name(s)

Alastair Chartres

Position (eg Secretary, Chair)

District Commissioner

Date

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Worthing District Scouts Council Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2022	To	31/03/2023
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Receipts and payments

	2023 Unrestricted funds £	2022 Unrestricted funds £
Receipts		
Donations, legacies and similar income		
Membership subscriptions	99,164	68,206
Less: Membership subscriptions paid on (National/County/Area/District)	(134,843)	(17,008)
Sub total - Net membership subscriptions retained	(35,679)	51,198
Donations	8,192	2,104
Legacies	-	-
Gift Aid	-	-
Other similar income	-	-
Sub total	(27,487)	53,302
Grants		
Maintenence grant	-	-
Other grants	-	-
Sub total	-	-
Fundraising (gross)		
Activities Income	58,990	8,523
Jamboree Contributions	13,013	792
General Fundraising	-	-
Shop & Badges Income	2,407	6,678
Sub total	74,410	15,993
Investment income (cash received)		
Bank and NS&I interest	155	427
Other investment income	-	-
Property Rent income	-	-
Loans repaid	-	-
Sub total	155	427
Total Gross Income	47,078	69,722
Asset and investment sales, etc.	-	-
Total receipts	47,078	69,722

Receipts and payments

	2023 Unrestricted funds £	2022 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	71,567	18,987
Adult support and training	400	-
Rent-Hall Hire	1,836	40
District Expenses	6,325	3,349
Electricity and Gas	114	295
Insurance	956	923
Repairs and Renewals	630	510
Materials and equipment	5,411	2,488
Printing and photocopying	329	-
Contribution to camp costs	-	41
Shop/Badge purchases/expenses	362	2,768
AGM and trustee expenses	-	-
Jamboree Expenses	21,600	-
Donations & Grants paid out	36,368	10,760
Loans made	-	2,966
Bank Charges	273	235
Sundry	-	(44)
Sub total	146,171	43,318
Fundraising expenses		
Detail 1	-	-
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	-	-
Sub total	-	-
Total Gross Expenditure	146,171	43,318
Asset and investment purchases, etc.	-	-
Total payments	146,171	43,318
Net of receipts/(payments)	(99,093)	26,404
<i>Cash funds last year end</i>	<i>203,745</i>	<i>177,341</i>
Cash funds this year end	104,652	203,745

Statement of assets and liabilities at the end of the year

	2023/03 Unrestricted funds £	2022/03 Unrestricted funds £
Cash funds		
Bank current account	13,117	68,642
Bank deposit account	40,800	86,475
Building society account	27,645	27,618
District Explorers	22,483	19,210
District Cash plus card accounts	607	1,800
Total cash funds	104,652	203,745
Other monetary assets		
Debts due from the County/Area/District/Group	18,504	18,504
Other debtors	-	-
Total other monetary assets	18,504	18,504
Investment assets		
CAF Investments	55,475	55,475
Other investment	-	-
Total investment assets	55,475	55,475
Total cash, monetary and investments	178,631	277,724
Non monetary assets for charity's own use		
Stock	-	-
Motor vehicles	-	-
Equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Independent Examination fee	720	-
Other liabilities	-	-
Sub total	720	-

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 30 January 2024 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

<i>Al Chartres</i>
<i>Margaret Williams-Fuller</i>

Alistair Chartres, District Commissioner
Margaret Williams-Fuller, Treasurer

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF WORTHING DISTRICT SCOUT COUNCIL

I report to the Trustees on my examination of the accounts of Worthing District Scout Council (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- the accounts do not accord with the accounting 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.



Colin Dadswell FCA FCCA DChA

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22 Upperton Road
Eastbourne
East Sussex
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Date: 31/01/2024