

Trustee's Annual Report & Statement of Accounts

Covering the period 1st April 2022 to 31st March 2023



Salisbury & South Wilts District Scout Council

(Registered Charity Number 305937)

Trustee's Annual Report & Statement of Accounts Salisbury & South Wilts District Scout Council



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Trustee's Annual Report

Covering the period 1st April 2022 to 31st March 2023

Section A: Reference & administration details

District/Charity name: Salisbury & South Wilts District Scout Council

Registration details: Registered Charity Number: 305937
Scout Headquarters Registration Number: 10001350

Principal Address: Dennis Marsh House
Westminster Road
Salisbury SP2 7DG

Name of the charity trustees who have managed the charity (if no dates are shown then the trustee has served for the whole period this report covers):

Ex-officio	Mr IS Porter	District Commissioner
Ex-officio	Mr RN Demain-Griffiths	District Chair
Ex-officio	Mr IW Davies	District Treasurer
Ex-officio	Mr JN Wyeth	District Explorer Scout Commissioner
Elected member	Mrs D Cook	
Elected member	Mr MR Chalke	
Elected member	Mr PJ Handford	
Elected member	Mr D Bavister	
Nominated member	Mr DL Waspe	
Nominated member	Mr MA Hiley	

The ownership of District Headquarters (and the land upon which the building stands) are vested in:

The Scout Association Trust Corporation
c/o The Scout Association
Gilwell Park
London E4 7QW

The Trustees have appointed the following Independent Examiner, in accordance with Charity Commission regulations:

Clifford Fry & Co
St Mary's House
Netherhampton
Salisbury SP2 8PU

Section B: Structure, governance and management

A description of the charity's trusts.

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 its rules which are common to all Scouts within the United Kingdom, as laid out within the chapter entitled "The Scout District" in the Policy, Organisation and Rules of The Scout Association.

Trustee selection methods: The Trustees are appointed or elected in accordance with the Constitution and Policy, Organisation and Rules of The Scout Association.

Additional governance information:
a) the induction and training of trustees

The District is led by the District Commissioner, who is supported by the Chair of the Trustee Board (formerly known as the Executive Committee) the members of which are the Charity Trustees. 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.

Trustees complete an induction process including training within the first 5 months of their joining.

The Trustee Board exists to support the District Commissioner in meeting the responsibilities of their appointment and is responsible for:

- The maintenance of District property;
- The raising of funds and the administration of District finances;
- 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 Administrators and Advisors other than those who are elected.

b) trustee' consideration of major risks and the systems and procedures to manage them

Management of Risk

The 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 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 local churches, community centres and other Scout owned properties. 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.

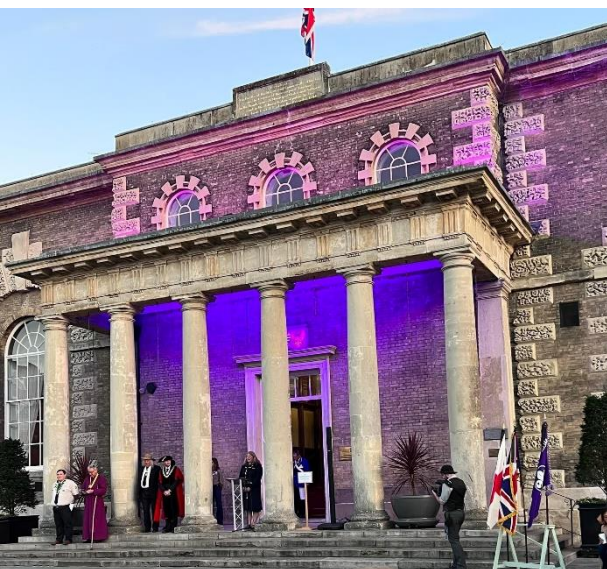
- *Reduced income from fund raising:* The District is primarily reliant upon income from subscriptions and two large fundraising events. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Trustee Board can decide to increase the District Levy on Membership subscriptions, 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 whole District, there would have to be a contraction, consolidation or closure of a section. In the worst-case scenario, this could result in the complete closure of the District.

- *Reduction or loss of members:* The District provides activities for all young people aged 6 to 18. 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 may be required. The likelihood of this occurrence is low and is further mitigated by the fact that groups within the District have a waiting list and register of interest.

Financial Control

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include having 2 signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered. Payments for expenses and suchlike are approved by either the District Commissioner, nominated deputies, or the District Chair, before payment is made.



Section C: Objectives & activities

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

The Purpose of Scouts

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

Scouts' Values

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

The District Scout Council has 17 groups within, all of which are drawn together as part of the Scouting family. All groups share the same purpose, aims, values and method. The District exists to manage and support these groups, and to ensure that high quality Scouting opportunities are available to all. Across these groups, each week, we provide young people the opportunity to enjoy fun and adventure, whilst developing those essential skills to succeed, now and in the future. We are proud to offer this. We are proud to live by our Scout values.

Public benefit statement

Salisbury & South Wilts District Scout Council meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development.



Section D: Achievements & performance

Summary of main achievements

Currently, there are 1414 members of Scouts across the District, comprising 1062 members aged 6-18 (288 beaver scouts, 337 cub scouts, 332 scouts and 105 explorer scouts) and 352 adult volunteers in both leadership and trustee roles. This is truly excellent, and sees membership numbers well above pre-COVID numbers, which means more young people than ever are accessing Scouts.

This year, the district has provided a wide range of events and activities to support and enhance the programmes at Group level – from practising outdoor skills, inter-pack football tournaments, cooking competition and team building. In addition, this past year has seen the Platinum Jubilee and the passing of our Monarch and Patron, Her Majesty Queen Elizabeth II, and members of this district, like many other joined events in London and locally to mark both of these occasions.

In addition, our data shows that more top awards have been earned during this year, than any of the preceding five years – whether it's Chief Scout's Bronze Awards in the Beaver Scout section, or expeditions and service projects in the Diamond and Platinum Awards, or Duke of Edinburgh's Awards. Achieving these awards, helps to prepare young people for life ahead of them, and it's testament to the efforts and dedication of the volunteers around them that they achieve.

Across the District, the adult volunteers are the true backbone of Scouting – from leaders, training advisors and commissioners, through to trustees, supporters and parents – without whom Scouting wouldn't happen as we know it. The Board of Trustees would like to place on record their gratitude for the service of all volunteers in Scouts.



Section E: Financial review

Reserves policy

The Trustees' have agreed a policy on reserves, whereby sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short should be held. The Trustees consider that the district should hold a sum equivalent to 12 months running costs, approximately £15k.

The district held reserves (General Fund) of £25k against this at year end. This is in excess of the the agreed reserves for operating expenses and will be subject to annual review by the trustees. The decision to hold additional general funds was made by the trustees to due to:

- 1) Current financial instability and cost of living pressures; and
- 2) Recent building works at Dennis Marsh House (where costs of both labour and materials have fluctuated during the planning and procurement phases).

Financial performance

This financial year as seen expenditure in excess of income (-£14k) overall for the year. This is due to planned expenditure of restricted funds, namely Dennis Marsh House (District HQ) refurbishment works; and supporting International Scouting (25th World Scout Jamboree and Kandersteg 2022) via the *PJ Southon Fund*.

Major sources of income for the District continue to be the Campsite Quest, the Christmas post, the Scout & Guide Panto and donations related to the use of the District Minibus.

Sectional events operate on a cost neutral basis (or as close to neutral as possible) however, some events have delivered a favourable variance and these funds will be used to subsidise future events for the relevant section.

Investment policy and objectives

The Trustee's have agreed that a low-risk strategy to the investment of funds is adopted. All funds are held in cash using only mainstream banks and building societies; albeit in a range of accounts from regular treasurer accounts to accounts requiring notice to withdraw funds. The Trustee Board regularly monitors the bank balances, the interest rates received, and the value/income received. ensure the district obtains maximum value and income from its banking arrangements.



Section F: Campsite Quest



Fund raising for the proposed new District Camp Site has continued over the last year and the fund now stands at £128k. Funds have flowed in from a myriad of sources including Book Sales, Coin and Banknote Sales, Car Boot stalls, Salisbury Community Lottery, Badge Sewing, Curry and Quiz evening and a Race Night to name a few. We have also had some very generous donations and legacies from individuals and other organisations too numerous to list, for which we are very grateful.

We have not found a suitable piece of land yet, but we follow up every lead and we have quite a few Estate Agents keeping an eye out for us. The day will come when we will own our own camp site and all those Golden Tent Peg Holders can come and drive them into our ground.

Thank you for all the help and support you have given. If you are reading this and would like to find a way to help us raise further funds go to <https://sswscouts.org.uk/campsite-quest/> or if you think you have got a fundraising idea that we perhaps haven't tried yet, why not get in touch, and send us an email at campsitequest@sswscouts.org.uk.

Section G: Declaration

The Trustee Board of Salisbury & South Wilts District Scout Council declare that they have approved this Annual Trustee's Report, and is signed to indicate approval, on behalf of the Trustees, on 10th June 2023:

Mr RN Demain-Griffiths
Chair, Trustee Board

Mr IS Porter
Trustee, District Commissioner



Recognition of volunteers



Chief Scouts' Commendation for Good Service is Awarded in respect of not less than 5 years good service, which stands out. It should be regarded as the Chief Scout's recognition of the very real contribution made to the Scouts by the individual concerned.

Adrian Baker Explorer Scout Leader, Alderbury
Dan Bavister District Communications Manager
Fiona Labdon Beaver Scout Leader, 10th Salisbury
Lisa Kynaston Group Treasurer, 1st Downton
Tom Robinson Scout Leader, Old Sarum



Award for Merit is awarded for outstanding service. It implies keen, conscientious, imaginative and dedicated service over a sustained period, of at least 12 years duration.

Kevin Hill Scout Leader, 1st Downton

Chief Scouts' Length of Service Awards are presented at key milestones, usually every five years. We're recognising over 450 years of service, combined.

5 years

Nicholas Baker
 Joseph Barrett-Mead
 Jenna Bevis
 Simon Brierley
 Ruth Challis
 Rachel Clarke
 Jon Cox
 John Duffy
 Jon Edwards
 David Gamble
 Tanya Gamble
 Sarah Hurst
 Lisa Kynaston
 David Liversage
 Paddy McCormack
 Marcus Shanley

10 years

Andrew Chisholm
 Abigail Fry
 Martin Smith
 Michael Thompson
 Katy Ulliyatt
 Mark A Warner

15 years
 Pete Anscorb
 Philip Haskell
 Christopher Labdon
 Peter Ulliyatt

20 years

Cindy Demain-Griffiths
 John Fry
 Ben Kinsey

25 years
 Michael Hiley
 Terry Lodge
 Vanessa Mather
 Elaine Murrell
 Barbara White

30 years

Graham Murrell

40 years

Andrew Kinsey

50 years

Peter Fay
 David Miles

Statement of Accounts

Salisbury & South Wilts District Scout Council

Receipts & Payments Account covering the year 1st April 2022 to 31st March 2023

	2022/23			2021/22	
	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Receipts					
Donations, legacies and similar income					
Membership subscriptions	47,181	-	-	47,181	41,051
Less: Membership subscriptions paid on	- 43,011	-	-	- 43,011	- 39,926
Net membership subscriptions retained	4,170	-	-	4,170	1,125
Donations	101	-	-	101	150
District Events - St George	417	-	-	417	-
District Events - Cubs	-	-	-	-	330
District Events - Christmas Post	5,430	-	-	5,430	5,211
Insurance Claim - DMH Roof	6,225	-	-	6,225	-
Refund - purchase of camp site	-	-	-	-	10,000
Quiz Night World Jamboree	991	-	-	991	-
Other similar income	42	-	-	42	31
Sub total	17,376	-	-	17,376	16,847
Designated Funds					
PJ Southon (Overseas Travel)		54	-	54	6,017
District Beavers		253	-	253	293
District Cubs		5,320	-	5,320	-
District Scouts		1,204	-	1,204	-
District Minibus		2,733	-	2,733	508
New District Camp Site		-	-	-	2,649
Scout Active Support		-	-	-	64
District Scout Panto		3,200	-	3,200	2,417
Dormant Groups		-	-	-	12,872
2nd Bulford		18,227	-	18,227	-
Wilton/New Camp Site (books etc)		3,298	-	3,298	10,115
Sub total	-	34,289	-	34,289	34,935
Other Funds					
New District Camp Site		22,907	-	22,907	37,318
Dennis Marsh House (HQ)		14,312	-	14,312	25,329
District Scout Shop		26,159	-	26,159	24,192
District Cubs		-	-	-	640
District Explorers		26,509	-	26,509	11,891
Sub total	-	89,887	-	89,887	99,370
Investment income					
Bank/COIF Charities Fund interest	117	1	-	118	7
Sub total	117	1	-	118	7
Total receipts	17,493	124,177	-	141,670	151,159

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £	Total funds £
Payments					
Charitable Payments					
Insurance	3,669	-	-	3,669	3,019
Adult support and training	431	-	-	431	205
Recruitment/Development	923	-	-	923	-
District Event - St George	1,365	-	-	1,365	-
District Events - Christmas Post	1,218	-	-	1,218	1,178
District Events - District	-	-	-	-	580
District Events - Cubs	-	-	-	-	2,684
District Events - Minehead Jamboree	704	-	-	704	1,075
AGM and trustee expenses	364	-	-	364	494
Quiz Night World Jamboree	991	-	-	991	-
Other costs	883	-	-	883	2,036
Other costs - Purchases frm Scout Shop	234	-	-	234	443
Jubilee Badges	-	-	-	-	1,350
Purchase of New Camp Site	-	-	-	-	11,200
Sub total	10,782	-	-	10,782	24,264
Designated Funds					
PJ Southon (Overseas Travel)		4,360	-	4,360	1,860
District Beavers		299	-	299	734
District Cubs		6,871	-	6,871	-
District Scouts		1,562	-	1,562	41
District Minibus		1,423	-	1,423	1,655
New District Camp Site		-	-	-	2,568
Scout Active Support		29	-	29	-
District Scout Panto		1,691	-	1,691	1,907
Wilton/New Camp Site (books etc)		3,298	-	3,298	12,243
2nd Bulford		9,555	-	9,555	-
Sub total	-	29,088	-	29,088	21,008
Other Funds					
Dennis Marsh House (HQ)	38,175	31,389	-	69,564	18,802
District Scout Shop		22,928	-	22,928	18,398
District Explorers		23,427	-	23,427	15,791
Sub total	38,175	77,744	-	115,919	52,991
Total Gross Expenditure	48,957	106,832	-	155,789	98,263
Asset and investment purchases, etc.	-	-	-	-	-
Total payments	48,957	106,832	-	155,789	98,263
Net of receipts/(payments)	- 31,464	17,345	-	- 14,119	52,896
Transfers between funds	25,000	- 25,000	-	-	-
Cash funds last year end	31,518	228,467	4,000	263,985	211,089
Cash funds this year end	25,054	220,812	4,000	249,865	263,985

Statement of assets and liabilities at the end of the year

	31/03/2023			31/03/2022	
	Unrestricted funds	Designated funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
General Fund	25,054	20,511	-	45,565	50,931
Scout Panto Fund	-	5,480	-	5,480	3,972
Minibus Fund	-	9,817	-	9,817	8,506
Recently Closed Groups	-	12,872	-	12,872	12,872
2nd Bulford Scout Group	-	8,672	-	8,672	-
Hardship Fund	-	5,000	-	5,000	10,000
New District Scout Campsite Fund	-	124,189	4,000	128,189	105,703
PJ Southon Overseas Travel Fund	-	4,444	-	4,444	7,751
Scout Shop	-	21,820	-	21,820	39,217
Dennis Marsh House	-	7,956	-	7,956	25,033
Petty Cash	-	50	-	50	-
Total cash funds	25,054	220,811	4,000	249,865	263,985
Other monetary assets					
	-	-	-	-	-
Sub total	-	-	-	-	-
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Scout Shop Stock value at 310323	-	15,688	-	15,688	16,829
DMH Building - Insured value	-	442,414	-	442,414	413,471
DMH Contents - Insured value	-	82,168	-	82,168	75,391
Minibus	-	25,000	-	25,000	10,500
Sub total	-	565,270	-	565,270	516,191
Liabilities					
	-	-	-	-	-
Sub total	-	-	-	-	-

The above receipts and payment account and statement of assets and liabilities were approved by the charity's Trustees, on 10th June 2023 and are signed on their behalf by:



Mr RN Demain-Griffiths
Chair, Trustee Board



Mr IW Davies
Treasurer, Trustee Board

Independent Examiner's Report to the Trustees of the

Salisbury and South Wilts District Scout Council

I report on the accounts of the District for the year ended **31st March 2023**

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993(the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - * to keep accounting records in accordance with Section 41 of the Act and
 - * to prepare accounts which accord with the accounting records and
 - * to comply with the accounting requirements of the Acthave not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached,
- 3 which gives me reasonable cause to believe that in any material respect the accounting rules of the District's constitution have not been met.

Name: EPaul

Qualification: FCCA

Address: St Mary's House
Netterhampton
Salisbury

Date: 4/7/23