

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

3	1	0	3	2	1
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**Section A Reference and administration details**

Charity name 

Ashford District Scout Council					
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Other names the charity is known by 

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Registered charity number (if any) 

3	0	8	1	3	8
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HQ registration number 

1	2	7	0	1			
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Charity's principal address 

24 Towner Close							
Charing							
Postcode	T	N	2	7	0	B	F

Names of the charity trustees who manage the charity  
*(These will be published in the annual report of the charity and the Charity Register if reporting for a Registered Charity with a charity regulator)*

	Trustee Name	Office (if any)	Dates acted if not for whole year
1			
2	James Yeomans	Chairman	
3	Jack Young	District Commissioner	retired in year
4	Lisa Thornton	District Commissioner	appointed in year
5	Karen Blackiston	Treasurer	
6			
7	Nick O'Callaghan	Explorers	
8	Terry Lister	Training	
9	Ken Beach	Records	
10	Morag Sharp	Shop	
11	John Sheret		
12	Kevin Manns		
13			
14			
15			

Names and addresses of advisers (optional information but encouraged as best practice)  
*(These will be published in the annual report of the charity)*

Type of advisor	Name	Address

**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:

The District is managed by the Executive Committee, 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.

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

This Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointment and is responsible for:

- The maintenance of Group property;
- The raising of funds and the administration of Group finance;
- The insurance of persons, property and equipment;
- Group public occasions;
- Assisting in the recruitment of leaders and other adult support;
- Appointing any sub committees that may be required;
- Appointing Group Administrators and Advisors other than those who are elected.

**Section B****Structure, governance and management (continued)**

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.

Section C	Objectives and activities
<p>Summary of the objects of the charity set out in its governing document</p>	<p><b>The Purpose of Scouting</b> Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p> <p><b>The Values of Scouting</b> As Scouts we are guided by these values:  <b>Integrity</b> - We act with integrity; we are honest, trustworthy and loyal.  <b>Respect</b> - We have self-respect and respect for others.  <b>Care</b> - We support others and take care of the world in which we live.  <b>Belief</b> - We explore our faiths, beliefs and attitudes.  <b>Co-operation</b> - We make a positive difference; we co-operate with others and make friends.</p> <p><b>The Scout Method</b> 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.</p>
<p>Summary of the main activities in relation to these objects</p>	
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>	
<p>You <b>may choose</b> to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policy on grantmaking;</li> <li>• contribution made by volunteers;</li> <li>• policy on investments.</li> </ul>	
<p>Public benefit statement</p>	<p>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.</p>

**Section D****Achievements and performance**

Summary of the main achievements of the charity during the year

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**Section E****Financial Review**

Brief statement of the charity's policy on reserves

**Reserves Policy**

The Group's policy on reserves is to hold sufficient resources to continue the charitable activities of the group should income and fundraising activities fall short.

Quantify and explain any designations

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

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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);

The Group does not have sufficient funds to invest in longer term investments. The Group has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

- how expenditure has supported the key objectives of the charity;

- investment policy and objectives;

**Section F**

**Other Optional Information**

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

**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

James Yeomans	
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Position (eg Secretary, Chair)

Chairman	
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Date

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## Ashford District Scout Council Receipts and payments account

For the year from	01-Apr-20	To	31/03/2021
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### Receipts and payments

	2020/21			2019/20	
	Unrestricted funds	Restricted funds	Total funds	Whole year total funds	
	£	£	£	£	£
<b>Receipts</b>					
Membership subscriptions	31,550	-	-	31,550	46,760
Less: Membership subscriptions paid on (National/County)	540	-	-	540	(43,215)
Net membership subscriptions retained	32,090	-	-	32,090	3,545
District program and activities	1,799	-	-	1,799	12,266
World Scout Jamboree 2019	-	-	-	-	4,775
South Africa 2019	-	-	-	-	7,623
Eurojam 2020	-	200	-	200	2,100
South Africa 2022	-	4,900	-	4,900	-
Shop sales	1,002	-	-	1,002	14,805
Third party fundraising	-	127	-	127	155
Loan repayment	-	-	-	-	232
Forge Lane contribution	-	-	-	-	4,459
Gift Aid	770	-	-	770	463
Other	3,811	-	-	3,811	-
<b>Sub total</b>	<b>39,472</b>	<b>4,827</b>	<b>-</b>	<b>44,299</b>	<b>50,423</b>
<b>Investment income</b>					
Bank interest	5	-	-	5	20
<b>Sub total</b>	<b>5</b>	<b>-</b>	<b>-</b>	<b>5</b>	<b>20</b>
<b>Total receipts</b>	<b>39,477</b>	<b>4,827</b>	<b>-</b>	<b>44,304</b>	<b>50,443</b>

## Ashford District Scout Council Receipts and payments account

For the year from	01-Apr-20	To	31/03/2021
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### Receipts and payments

	2020/21			Total funds	2019/20
	Unrestricted funds	Restricted funds	-		Whole year total funds
	£	£	£	£	£
<b>Payments</b>					
<b>Charitable Payments</b>					
District programme and activities	-	-	-	56	20,339
District exec costs	95	-	-	95	290
Forge Lane utilities	1,994	-	-	1,994	1,701
Insurance	1,775	-	-	1,775	1,697
World Scout Jamboree 2019	-	-	-	-	4,865
South Africa 2019	-	-	-	-	29,184
Eurojam 2020	-	-	-	-	1,900
Donations	1,500	-	-	1,500	250
Shop purchases	1,716	-	-	1,716	12,959
Other	137	-	-	137	138
<b>Sub total</b>	<b>7,161</b>	<b>-</b>	<b>-</b>	<b>7,161</b>	<b>73,323</b>
<b>Net of receipts/(payments)</b>	<b>32,316</b>	<b>4,827</b>	<b>-</b>	<b>37,143</b>	<b>- 22,880</b>
Transfers between funds	-	-	-	-	-
Cash funds last year end	57,259	200	-	57,459	80,339
Adjustment					
<b>Current cash funds</b>	<b>89,575</b>	<b>5,027</b>	<b>-</b>	<b>94,602</b>	<b>57,459</b>

### Statement of assets and liabilities

				31/03/2021	31-Mar-20
	£	£	£	Total funds	Total funds
	£	£	£	£	£
<b>Cash funds</b>					
Bank current account	44,608	5,027	-	49,635	11,828
Bank deposit account	10,086	-	-	10,086	10,082
AKAS account	689	-	-	689	689
Shop account	25,168	-	-	25,168	26,255
Explorers Account	8,124	-	-	8,124	7,507
Active Support account	900	-	-	900	1,098
<b>Total cash funds</b>	<b>89,575</b>	<b>5,027</b>	<b>-</b>	<b>94,602</b>	<b>57,459</b>

# Independent Examiner's Report to the Trustees of the

## ASHFORD DISTRICT SCOUT COUNCIL

I report on the accounts of the District for the year ended 31 March 2021 which comprise the Statement of Receipts and Payments and Statement of Assets and Liabilities.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

### Respective responsibilities of Trustees and Examiner

The Group's/District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

### Basis of Independent 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 Group/District 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent Examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below \*):

1. which gives me reasonable cause to believe that in, any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the Charities Act ;and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have 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.

Name: .....Iain Morris.....

Qualification: .....FCA.....

Address: .....2 Jubilee Way, Faversham Kent.....

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Date: .....15 November 2021.....