

# Trustees' Annual Report

For the period

From (start date) 

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 to end date 

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<b>Section A</b>	<b>Reference and administration details</b>
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Charity name 

Huddersfield South West District Scout Council
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Other names the charity is known by 

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Registered charity number (if any) 

5	1	6	5	9	0
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HQ registration number 

1	6	6	3	7			
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Charity's principal address 

Stonefield, Waters Road							
Marsden							
Huddersfield, West Yorkshire							
Postcode	H	D	7	6	N	G	

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Roger Daker	Chairman	
2	Janet Bell	Secretary	
3	Martyn Hodgson	Treasurer	
4	Chris Storey	District Commissioner	
5	Graham Smith	Chair Scammonden Activity Centre	
6	James Hunter	President	
7	Craig Frost	District Exec member	
8	Kathryn Starr	District Exec member	
9	David Hagerty	District Exec member	
10	Jackie Morris	District Exec member	
11	Martin Wood	District Exec member	
12	Janet Haigh	District Exec member	
13	Jack Midwood	District Exec member	
14	Katie Travas	District Exec member	

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## Section B

## Structure, governance and management

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.

Trustee selection methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Additional governance issues

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 Chair, Treasurer and Secretary, District Commissioner and Section Leaders and other Executive members nominated or voted at the AGM.

Members of the Executive Committee complete '*Essential Information for Executive Committee*' training within the first 5 months of joining the committee.

This District Executive Committee exists to support the District Section Leaders and Groups 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 & other adult support;
- Appointing any sub committees that may be required;
- Appointing District Administrators and Advisors other than those who are elected.

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Section B	Structure, governance and management (continued)
	<p><b>Risk and Internal Control</b></p> <p>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. The main areas of concern that have been identified are:</p> <p>Damage to the building, property and equipment. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.</p> <p>Injury to leaders, helpers, supporters and members. The District contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities.</p> <p>Reduced income. The District is primarily reliant upon income from the activity centre, shop surpluses and donations. The Scammonden Activity Centre holds a reserve to ensure the continuity of activities should there be a major reduction in income.</p> <p>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 be plans for recruitment drives but if unsuccessful, there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the District.</p> <p>Reduction or loss of members. The District provides activities for all young people aged 4 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.</p>

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Section C	Objectives and activities
Summary of the objects of the charity set out in its governing document	<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>
Summary of the main activities in relation to these objects	<p>The District sections carry out regular activities with Squirrels, Beavers, Cubs, Scouts &amp; Explorers as well as Duke of Edinburgh activities. The Scammonden Activity Centre supports and promotes Scout groups. In addition, the District benefits from Network Scouts for those aged 18-25 and from South West Events and Activities Team for those aged 18+.</p>
Public benefit statement	<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>

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## Section D

### Achievements and performance

Summary of the main achievements of the charity during the year

We started the year under lockdown from Covid. However, by June this had eased and allowed us to reopen the Scammonden Activity Centre. We received additional grants of £14,736 from Kirklees Council to support the closure of the centre. Since March 2020 we received in total £34,166 of grants. We applied £11,794 to improvements to the Scammonden Centre and set aside £11,408 into the Scout Support Fund. Overall the District made a small surplus of £870.99 helped in particular by the timing of receipts from the Duke of Edinburgh activities dropping in this year to the tune of £1,873 surplus. The badge shop stock has been sold off and has been more than halved. The level of stock still to be sold reduced from £2,205 to £1,069.

## 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 raising activities fall short. The District Executive Committee considers that the district should hold a sum equivalent to 12 months operational and maintenance costs, roughly £35,000.

The District held reserves of approximately £78,000 against this at year end. This is above the level for operating expenses. The District operates the Scammonden Activity Centre which carry a potential liability for repair and maintenance costs.

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

None

## Section F

### Other Optional Information

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

Nothing significant to note now we've moved on from Covid and the Scammonden Centre has been fully re-opened.

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## 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)

Roger Daker

Martyn Hodgson

Position (e.g. Secretary, Chair)

Chair

Treasurer

Date

0	9	0	5	2	2
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**Huddersfield South West District Scout Council**  
**Receipts and Payments Account**  
**Year Ended 31st March 2022**

Receipts Page 1	Note	District 2022	Scammonden 2022	Total 2022	Total 2021
<b>Membership subscriptions</b>					
Membership subscriptions received	1	24 600.00		24 600.00	21 720.00
Membership Subs paid to County		(24 600.00)		(24 600.00)	(21 720.00)
Discount not taken by Group - to be repaid		(25.50)		(25.50)	25.50
		<b>(25.50)</b>		<b>(25.50)</b>	<b>25.50</b>
<b>Donations Received</b>					
Donations	4	0.00	0.00	0.00	0.00
Gift Aid		0.00	0.00	0.00	0.00
		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Grants</b>					
Kirklees Council - Covid-19 support	5	1 407.93	13 327.93	14 735.86	19 431.00
		<b>1 407.93</b>	<b>13 327.93</b>	<b>14 735.86</b>	<b>19 431.00</b>
<b>Investment income</b>					
Bank Interest		15.18	3.02	18.20	59.15
Building Society interest		8.84	185.98	194.82	264.60
		<b>24.02</b>	<b>189.00</b>	<b>213.02</b>	<b>323.75</b>
<b>Rental Income</b>					
Income (SAC)			12 280.00	12 280.00	(405.00)
		<b>0.00</b>	<b>12 280.00</b>	<b>12 280.00</b>	<b>(405.00)</b>
<b>Shop &amp; Badge Sales</b>					
Scammonden Shop Sales			725.85	725.85	21.00
District Badge Shop Sales		685.74		685.74	511.63
	2	<b>685.74</b>	<b>725.85</b>	<b>1 411.59</b>	<b>532.63</b>
<b>Youth Activities</b>					
Jamboree 2023 - received from participants		450.00		450.00	0.00
Jamboree 2023 - paid to County		(2 200.00)	(500.00)	(2 700.00)	0.00
Income from Youth Activities	3	2 306.00		2 306.00	37.00
		<b>556.00</b>	<b>(500.00)</b>	<b>(394.00)</b>	<b>37.00</b>
<b>Total Receipts</b>		<b>2 648.19</b>	<b>26 022.78</b>	<b>28 220.97</b>	<b>19 944.88</b>

**Huddersfield South West District Scout Council**  
**Receipts and Payments Account**  
**Year Ended 31st March 2022**

Payments Page 2	Note	District 2022	Scammonden 2022	Total 2022	Total 2021
<b>Costs</b>					
Operating Costs (SAC)	6		(13 498.67)	(13 498.67)	(9 102.08)
Improvement Costs (SAC)	7		(11 794.76)	(11 794.76)	(2 918.18)
Scammonden Shop Costs	2		(426.43)	(426.43)	(80.81)
District Badge Shop Costs	2	(755.81)		(755.81)	(835.84)
Youth Events	3	(432.79)		(432.79)	(786.52)
Jamboree Costs		(110.00)		(110.00)	0.00
Adult Support & Training		(80.00)		(80.00)	0.00
District Insurance		(187.54)		(187.54)	(333.08)
District Equipment	8	0.00		0.00	(84.00)
Subscriptions		0.00	0.00	0.00	0.00
Travel costs		(22.00)	(6.30)	(28.30)	0.00
Uniforms & Certificates		0.00		0.00	0.00
Phone, Postage & Stationery		(76.45)	(173.25)	(249.70)	0.00
Publicity		0.00	0.00	0.00	0.00
Room Hire		0.00		0.00	0.00
AGM & trustee expenses		(49.98)		(49.98)	0.00
Charges		(114.00)	(72.00)	(186.00)	(216.00)
		<b>(1 828.57)</b>	<b>(25 971.41)</b>	<b>(27 799.98)</b>	<b>(14 356.51)</b>
<b>Net of Receipts / (payments)</b>		<b>819.62</b>	<b>51.37</b>	870.99	<b>5 588.37</b>
Reserves Brought Forward				77 336.76	71 748.39
<b>Reserves Carried Forward</b>				<b>78 207.75</b>	<b>77 336.76</b>

**Huddersfield South West District Scout Council**  
**Receipts and Payments Account**  
**Year Ended 31st March 2022**

Notes Page 3	2022	2022	Total 2022	Total 2021
<b>Note 1 - Subscriptions</b>				
Subs : 2 Colne Valley		35%	2 760.00	2 040.00
Subs : 4 Golcar		15%	5 120.00	4 440.00
Subs : 14 Marsden		-2%	3 320.00	3 400.00
Subs : 17 Linthwaite		12%	2 600.00	2 320.00
Subs : 33 Slaithwaite		19%	4 040.00	3 400.00
Subs : 39 Parkwood		24%	1 840.00	1 480.00
Subs : 43 Crosland Moor		-16%	2 240.00	2 680.00
Subs : 45 Newsome		37%	2 680.00	1 960.00
		<b>13%</b>	<b>24 600.00</b>	<b>21 720.00</b>

One group overpaid £25.50 last year. This was repaid this year.

**Note 2 - Retail Sales**

Scammonden Shop				
Sales			725.85	21.00
Costs			(426.43)	(80.81)
Surplus			299.42	(59.81)
Margin %			41%	-285%
District Badge Shop				
Sales			685.74	511.63
Costs			(755.81)	(835.84)
Surplus			(70.07)	(324.21)
Margin %			-10%	-63%
Total Sales			1 411.59	532.63
Total Costs			(1 182.24)	(916.65)
Trading Surplus			<b>229.35</b>	<b>(384.02)</b>

The margin on Scammonden represents closing the shop during Covid, disposing and reordering stock then reopening  
The margin on the Badge shop for this year is entirely the sale of stock at cost , with an adjustment of £70

**Note 3 - Analysis of District Youth Events**

	Income	Costs	Surplus	Surplus
Beavers Activites	0.00	0.00	0.00	0.00
Scouts Activities	0.00	0.00	0.00	(10.00)
Explorers Activities	0.00	0.00	0.00	0.00
Masters Hike	0.00	0.00	0.00	0.00
Duke of Edinburgh Expeditions	2 306.00	(432.79)	1 873.21	(739.52)
	<b>2 306.00</b>	<b>(432.79)</b>	<b>1 873.21</b>	<b>(749.52)</b>

There were no District Activities, other than DoE, in 2022 as a result of Covid restrictions

**Huddersfield South West District Scout Council**  
**Receipts and Payments Account**  
**Year Ended 31st March 2022**

Notes Page 4	Total 2022	Total 2021
<b>Note 4 - Analysis of Donations Received</b>		
Other Donations including Gift Aided Expenses	0.00	0.00
	<b>0.00</b>	<b>0.00</b>
<b>Note 5 - Analysis of Grant</b>		
Kirklees Council - Covid-19	14 735.86	19 431.00
	<b>14 735.86</b>	<b>19 431.00</b>
<b>Note 6 - Analysis of Operating Costs (Scammonden Activity Centre)</b>		
Rent & Water	(1 200.00)	(203.34)
Light & Heat	(6 725.82)	(4 393.97)
Insurance	(3 036.40)	(3 116.27)
Cleaning, Domestic & Laundry	(2 536.45)	(1 388.50)
	<b>(13 498.67)</b>	<b>(9 102.08)</b>
This year we paid 2 years rent		
<b>Note 7 - Analysis of Improvement Costs (Scammonden Activity Centre)</b>		
Repairs & Decorations	(1 708.60)	(18.18)
Replacements	(3 867.46)	0.00
Improvements & Alterations	(6 218.70)	(2 900.00)
	<b>(11 794.76)</b>	<b>(2 918.18)</b>
<b>Note 8 - Analysis of District Equipment</b>		
Laser Tag trophy	0.00	(84.00)
	<b>0.00</b>	<b>(84.00)</b>

**Huddersfield South West District Scout Council**  
**Receipts and Payments Account**  
**Year Ended 31st March 2022**

Assets and Liabilities			Total	Total
Page 5	2022	2022	2022	2021
<b>Cash Funds</b>				
Bank Current Account			12 773.13	23 134.22
Bank Deposit Account			32 823.17	11 397.04
Building Society Account			36 360.07	41 165.25
Cash in Hand			143.88	275.05
<b>TOTAL CASH BALANCES</b>			<b>82 100.25</b>	<b>75 971.56</b>
<p>The bank balances increased primarily by the Kirklees grant being received in the Current account in 2021  It was then moved to the Deposit accounts in 2022</p> <p>Three designated funds are included in the Cash Funds:</p>				
	Mrs Kaye	Clement Wood	Scout Support	
	Memorial Fund	Whiteley Fund	Fund	
Opening Balance for the year	2 940.42	8 430.20	3 304.39	
Interest Received	3.90	11.19	5.50	
Transfer surplus from the District Badge Shop		0.00		
Annual contribution from SAC for Jamboree	0.00			
Covid Surplus Funds			11 408.02	
Adult training courses		0.00		
Closing Balance for the year	2 944.32	8 441.39	14 717.91	
<p><i>Mrs Kaye Memorial Fund - support Jamboree participants</i>  <i>Clement Wood Whiteley Fund - support adult &amp; young leader training</i>  <i>Scout Support Fund - general support for Scouting in the District</i></p>				
<b>Non monetary assets for charity's own use</b>				
District badge shop stock			1 069.65	2 205.68
Scammonden shop stock			787.85	784.52
<b>TOTAL STOCK</b>			<b>1 857.50</b>	<b>2 990.20</b>
<b>TOTAL ASSETS</b>			<b>83 957.75</b>	<b>78 961.76</b>

**Huddersfield South West District Scout Council**  
**Receipts and Payments Account**  
**Year Ended 31st March 2022**

Assets and Liabilities	2022	Total 2022	Total 2021
<b>Page 6</b>			
<b>Land &amp; Buildings</b>			
Scammonden Activity Centre building insurance value	1,614,325		
Scammonden Activity Centre furniture & fittings insurance value	40,246		
<p>The building and improvements at Scammonden Activity Centre are under the terms of a 42 year lease which is due to expire in May 2027. The building and improvements have no current market value due to restrictions in the lease.</p>			
<b>Liabilities</b>			
Scammonden Activity Centre Booking Deposits held		(1 945.00)	(1 025.00)
Scammonden Activity Centre Rental Income for stays next year		(3 205.00)	0.00
Deposits in advance - Morocco trip		(600.00)	(600.00)
<b>TOTAL LIABILITIES</b>		<b>(5 750.00)</b>	<b>(1 625.00)</b>
<b>TOTAL RESERVES</b>		<b>78 207.75</b>	<b>77 336.76</b>

The receipts and payments account and the statement of assets and liabilities were approved by the Trustees on 9th May 2022 and signed on their behalf by



\_\_\_\_\_  
 J.R Daker - District Chairman



\_\_\_\_\_  
 M.J Hodgson - District Treasurer

# Independent Examiner's Report to the Trustees of the

## HUDDERSFIELD SOUTH WEST DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District/County/Area for the year ended 31<sup>st</sup> March 2022

which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 1 to 6

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, & 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, & 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.

\* Please delete the words in the brackets if they do not apply

Name: *Jayne Simpson*.....

Qualification: ICB Associate PM.Dip.....

Address: 38 Kellington Lane.....  
Eggborough  
DN14 0LB  
.....

Date: 23/06/2022.....