

Trustees' Annual Report

For the period

From (start date) to end date

Section A Reference and administration details

Charity name

Other names the charity is known by

Registered charity number (if any)

HQ registration number

Charity's principal address

 Postcode

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	Mark Ireland	Chair	
2	Rebecca Dick	Secretary	From 01/03/2023
3	Eddie McGee	Treasurer	Until 31/12/2023
4	Hayley Cook	District Commissioner	
5	Emily McAuliffe	District Commissioner	
6	Caroline Knox	Committee Member	From 01/03/2023
7	Gillian Knox	Committee Member	
8	Karen Daniels	Committee Member	
9	Lee Burrell	Committee Member	From 01/03/2023
10	Louise Hall	Committee Member	From 01/03/2023
11	Lynsey Daniels	Committee Member	
12	Ryan Currah	Committee Member	From 01/03/2023
13			
14			
15			

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

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 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.

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 Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Scout Leaders, individual section leaders (if opted to take on the responsibility) and parent's representation and meets every month.

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 Commissioners 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.

Section B**Structure, governance and management (continued)****Risk and Internal Control (Specimen 1)**

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:

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 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 Committee 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 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.

Risk and Internal Control (Specimen 2)

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>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.</p> <p>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.</p> <p>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.</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 may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
<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

During the year, the District carried out a project of community impact - helping to instil environmental stewardship and community service values in our young people. The District Executive Committee has also undergone a period of transformation, adopting a new constitution and changing into a Trustee Board. The District also had one young people attending the World Scout Jamboree in South Korea.

The District's census results (completed January 2024) showed a 19% increase in young people. The District also opened its first Squirrels section - for young people aged four to six.

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 6 months running costs.

Quantify and explain any designations

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

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);

Investment Policy (Specimen 1)

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. All funds are held in cash using only mainstream banks or building societies or The Scout Association's Short Term Investment Service.

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

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.

- investment policy and objectives;

Investment Policy (Specimen 2)

The District does not have sufficient funds to invest in longer term investments. The District 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.

Section F**Other Optional Information**

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

In the coming year, the District aims to continue to grow in young people. It will also start a project (lead nationally) to transform the volunteer experience, with a new membership system and changes to our structure to a Team based approach.

Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Mark Ireland</i> <small>Mark Ireland (Mar 6, 2025 09:26 GMT)</small>	<i>H. Cook</i> <small>Hayley Cook (Mar 6, 2025 09:25 GMT)</small>
Full name(s)	Mark Ireland	Hayley Cook
Position (eg Secretary, Chair)	Chair	Trustee
Date	0 3 0 3 2 5	

Seaham District Scout Council (520704)

Receipts and payments account

Year start date

Year end date

For the year from	1/1/2023	To	12/31/2023
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Receipts and payments

	2022	2023
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	5,568.00	6,697.25
Donations	196.01	1,693.60
Legacies	-	-
Gift Aid	-	-
Other similar income	-	-
Sub total	5,764.01	8,390.85
Grants		
Maintenence grant	-	-
Other grants	-	1,000.00
Sub total	-	1,000.00
Dow House Income		
Hire of building	6,226.00	21,670.50
Hire of equipment	-	-
Sub total	6,226.00	21,670.50
Total Gross Income	11,990.01	31,061.35
Asset and investment sales, etc.	-	7.66
Total receipts	11,990.01	31,069.01

Seaham District Scout Council (520704)

Receipts and payments account

Year start date

Year end date

For the year from	1/1/2023	To	12/31/2023
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Receipts and payments

	2022	2023
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Charitable Payments		
Membership subscriptions paid on (National/County)	5,452.00	7,808.50
Youth programme and activities	100.00	1,624.90
Adult support and training	-	-
Water and Sewerage	130.46	577.65
Electricity and Gas	2,346.79	4,137.90
Telephone & Internet	724.17	560.41
Insurance	880.08	1,114.30
Licences	965.15	852.60
Security	253.80	108.00
Waste Disposal	1,479.30	1,503.20
Repairs and Renewals	1,230.62	1,303.50
Materials and equipment	335.27	430.12
Governance	1,638.00	-
AGM and trustee expenses	-	-
Sub total	15,535.64	20,021.08
Total Gross Expenditure	15,535.64	20,021.08
Asset and investment purchases, etc.	-	-
Total payments	15,535.64	20,021.08
Net of receipts/(payments)	- 3,545.63	11,047.93
Cash funds last year end	34,916.90	31,371.27
Cash funds this year end	31,371.27	42,419.20

Seaham District Scout Council (520704)

Receipts and payments account

Year start date

Year end date

For the year from	1/1/2023	To	12/31/2023
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Statement of assets and liabilities at the end of the year

	2022 Unrestricted funds	2023 Unrestricted funds
	£	£
Cash funds		
Lloyds Treasurers Account (62538568)	25,061.79	29,611.27
Lloyds Account (19212668)	5,179.93	12,807.93
Lloyds Standard Savings Account (20585060) - Closed	416.50	-
Lloyds Standard Saving Account (19213760) - Closed	613.15	-
Cash/Floats	100.00	-
Total cash funds	31,371.37	42,419.20
<small>(agree balances with receipts and payments account)</small>	<small>ok</small>	<small>ok</small>
Other monetary assets		
Tax claim	-	-
Debts due from the County/Area/District/Group	-	-
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	-	-
Shop stock	-	-
Other stock	-	-
Land and buildings	100,000.00	100,000.00
Motor vehicles	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	100,000.00	100,000.00
Liabilities		
Accounts not yet paid	3,003.00	-
Expenses incurred but not invoiced	-	-
Subscriptions not yet paid	-	-
Loan - detail	-	-
Other liabilities	-	-
Sub total	3,003.00	-
Total net assets	134,374.37	142,419.20

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 3rd March 2025 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature
<i>Mark Ireland</i>
<small>Mark Ireland (Mar 6, 2025 09:26 GMT)</small>
<i>H. Cook</i>
<small>Hayley Cook (Mar 6, 2025 09:25 GMT)</small>

Print Name
Mark Ireland (Chair)
Hayley Cook (Trustee)









2023-AnnualReport-V1.0

Final Audit Report

2025-03-06

Created:	2025-03-06
By:	Mark Ireland (email@markireland.uk)
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