

Trustees' Annual Report

South Marches District Scout Council
annual report and accounts for the period
1st April 2020 - 31st March 2021

Reference and Administration Details

Charity Name	South Marches District Scout Council
Other names the charity is known by	
Registered Charity Number	521368
Charity's principal address	Scouts Corner
	Park Street
	Hereford, HR1 2RX

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
David Owen	Chairman	
Audrey Clements	Treasurer	
Sonya Johnson	Elected Member Acting Secretary	Until July 2020 From July 2020
Matthew Bayley	District Commissioner	
Lee Fletcher	District Commissioner	
Richard Frost	District Commissioner	
Caitlin Evans	District Youth Commissioner	From Oct 2020
Jacqueline Williams-Smith	Co-opted member (media)	
Christopher Ruffe	Co-opted member (premises)	
Alison Shaw	District Scout Network Commissioner	
Peter Johnson	District Explorer Scout Commissioner	
Catherine Draper	Elected Member	
Patricia Rusher	Elected Member	
Joanne Burkin	Elected Member	
Nick Mason	Elected Member	From Sept 2020
Gregory Symonds	Nominated Member	
James Price	Nominated Member	

Names and contacts of advisors

Type of advisor	Name	Address
Independent Examiner	Simon Smith	4 Judges Close, Hereford, HR1 2TW

Structure, Governance and Management

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.

Policies and procedures

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 Commissioners, District Explorer Scout and Scout Network Commissioners and Group Scouter's representation and meets at least 4 times a year.

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 finances;
- 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.

Risk and internal control

Damage to the building, property and equipment. The District would request the use of buildings, property and equipment from neighbouring organisations. The District has sufficient building and contents insurance to mitigate against permanent loss.

Injury to members. The District through capitation fees contributes to The Scout Association's national accident insurance policy. Risk assessments are undertaken for all activities.

Reduced income. The District is primarily reliant upon income from capitation fees and fundraising. The District holds a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of capitation fees 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, group or the district as a whole then there would have to be a contraction, consolidation or closure of a section/group; in the worst case scenario the complete closure of the District

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, specific training for Executive Committee Members and comprehensive insurance policies to ensure that insurable risks are covered.

Objectives & Activities

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

The objectives of the District are as a unit of The Scout Association.

Summary of the main activities in relation to these objects

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

This is achieved 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, and make and live by their Promise.

Public benefit statement

The District meets the Charity Commission's public benefit criteria both the advancement of education and the advancement of citizenship or community development headings.

Achievements & performance

The charity has continued to support Scouting throughout South Marches; primarily in supporting the safe return to face-to-face Scouting .

Financial Review

Overview

The District's income during the year was £95398 with expenditure of £58747 resulting in a cash surplus of £36651. After a reduction in the value of badge and uniform stock of £1129 the net current assets of the District as at 31st March 2021 were £151143, of which £145835 were unrestricted funds, £5308 restricted funds. We currently hold cash reserves of £139579, stock valued at cost of £11564.

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 and to meet unexpected expenditure on the District's freehold assets, circa £24,000. The District held sufficient cash reserves against this at year end.

Investment policy

The District has adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Declaration

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

Signed on behalf of the charity's trustees:

Signature:	<input type="text"/>	<input type="text"/>
Full name:	David Owen	Matthew Bayley
Position:	South Marches Scouts District Chair	Team District Commissioner
Date:	<input type="text"/>	<input type="text"/>

SOUTH MARCHES DISTRICT SCOUT COUNCIL

INCOME

2021		£
34,407	Membership Capitation Receipt	37009
	Capitation debtors	2142
40,463	Council Grants	23945
	Explorer Scouts	
3,737	Subscriptions / Gift Aid	4164
1,264	Activities / Fundraising	1736
0	District Beaver Scout Section	
20	District Cub Scout Section	
0	District Scout Section	
	Activities Accounts	0
0	Camps / events	0
823	St. Georges Day	
230	Gang Show	
	Network	
0	District Equipment Hire	
5,983	Scouts Corner	
1,000	Uniform Loan	
0		
1,582	Uniform Scout Shop - Sales	
0	Donations and Grants	
5,000	Donations - Restricted A/c	
15,000	Donation from Gang Show	
	Badges Donation	
1,889	Badge Account - Sale of Badges	
0	Bank Interest	
0	Received from Group Closures	
111,398	TOTAL INCOME	

SOUTH MARCHES DISTRICT SCOUT COUNCIL

Total
£

39151
23945

5900

87
935

0
44042
1074
0
8505

0
14645
50

5000
1500
3858
0
0

148692

SOUTH MARCHES DISTRICT SCOUT COUNCIL

EXPENDITURE

2021		£
£		
29,497	Membership Capitation	
0	Marden Site Costs	
4,659	Explorer Scouts	
0	District Beaver Scout Section	
406	District Cub Scout Section	
356	District Scout Section	
	Activities	
	Camps / Events	0
0	St. Georges Day	0
15,367	Gang Show	8472
0	Network	
334	Web Site	
0	Leominster: Operational	
4,979	Scouts Corner: Operational	
216	Equipment Purchases	
	District Costs:	
1,000	Rent	1101
0	Training	90
194	Admin./Travel	1177
1,693	Insurances	1795
0	District Days	0
103	District Awards	157
	Donations	
0	Support Group/District Start Ups	
-100	Restricted	
	Welfare	
0	Other	
149	Uniform Shop Purchases	
1,131	Badge Account	
1,000	Transfer to Uniform Shop (Net)	
0	Transfer to Gang Show Account	
12172	Capital Exp. Scouts Corner	
1591	Leominster	

SOUTH MARCHES DISTRICT SCOUT COUNCIL

74747 **TOTAL EXPENDITURE**

NET RECEIPTS / (EXPENDITURE) FOR YEAR

SOUTH MARCHES DISTRICT SCOUT COUNCIL

£

30597

0

6331

0

615

8472

454

369

558

4797

4320

1000

0

20

9694

5232

1000

40000

20581

10609

SOUTH MARCHES DISTRICT SCOUT COUNCIL

144649

4043

SOUTH MARCHES DISTRICT SCOUT COUNCIL

2021 **ACCOUNTS AND PAYMENTS SUMMARY**

£		£
111,398	Total receipts for year	
(74,747)	Total payments for year	
36,651	Net receipts / (expenditure) for year	
0	Depreciation of fixed assets	
0		
344,128	Balance brought forward	
124	Badge Stock Adjustment	
4,240	Uniform Stock	
286,000	Insurance Valuation Leominster	
671,143		

STATEMENT OF ASSETS AND LIABILITIES

520,000	Fixed Assets - Freehold and buildings	
	Current Assets	
50	Cash in hand	50
134,106	Bank accounts - Unrestricted	135349
5,308	Bank accounts - Restricted	5308
0	Bank accounts designated	
115	Debtors	
7,324	Stock Badges	
4,240	Stock Uniform	
671,143		

BANK BALANCES

3,409	Badges
90,343	District
6,715	Explorers
1,210	Network
805	District Cub Scout Activities
33,085	Gang Show
2,101	Uniform Account
1,118	District Beaver Activities Section

SOUTH MARCHES DISTRICT SCOUT COUNCIL

628	District Scout Activities Section	
139,414		
	Designated Accounts:	
	Burley Gate Group	
	Scouts Corner Building Appeal	0
	Total	

SOUTH MARCHES DISTRICT SCOUT COUNCIL

2022

£

148692
-144649
4043

0

380,779
381
7778

286000

678,981

520000

140707

2915
7581
7778

678981

1803
54501
6283
1830
892
68655
4626
1118

SOUTH MARCHES DISTRICT SCOUT COUNCIL

949

140657

0

**Independent Examiner's Report to the Trustees of the
SOUTH MARCHES DISTRICT SCOUT COUNCIL (Registered Charity Number
521368)**

I report on the accounts of the District Area for the year ended 31st 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, 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.

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

Name: Michael Cole

Qualification: FCCA

Address: Cole & Co, 4 The Sheepcote, Monks Orchard, Lumber Lane, Lugwardine,
Hereford HR1 4AG

Date: 13TH May 2022