

Trustees' Annual Report

South Marches District Scout Council
annual report and accounts for the period
1st April 2022 - 31st March 2023

Reference and Administration Details

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

Names of the trustees who manage the charity:

Name	Office (if any)	Dates acted if not the whole year
David Owen MBE	Chair	
Audrey Clements	Treasurer	
Sonya Johnson	Secretary	
Matthew Bayley	District Commissioner	
Lee Fletcher	District Commissioner	
Richard Frost	District Commissioner	
Caitlin Evans	District Youth Commissioner	To September 2022
Peter Johnson	District Explorer Scout Commissioner	
James Price	District Explorer Scout Commissioner	
Christopher Ruffe	Co-opted (premises)	
Jacqueline Williams-Smith	Co-opted (media)	
Joanne Burkin	Elected	
Catherine Draper	Elected	
Nicholas Mason	Elected	
Patricia Rusher	Elected	

Names and contacts of advisors

Type of advisor	Name	Address
Independent Examiner	Michael Cole	Cole & Co., 4 The Sheepcote, Monks Orchard Farm, Lumber Lane, Lugwardine, Hereford, HR1 4AG
Architect	Mark Owen	Owen Hicks Architecture, Studio B3, Skylon Court, Hereford, HR2 6JS

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 6 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;
- 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 as well as operating Explorer Scout and Scout Network Units.

Financial Review

Overview

The District's income during the year was £154603 with expenditure of £177697 resulting in a cash deficit of £23094. The net current assets of the District as at 31st March 2023 were £134473, of which £129465 were unrestricted funds, £5008 restricted funds. We currently hold cash reserves of £120528, stock valued at cost of £13945 The cash loss is as a direct result of the decision to build a new District Headquarters the net cost during this period was £29077.

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 including a significant contribution to cover the new build final payment, circa £61,000. 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 they have approved the above Trustees' Annual Report. Signed on behalf of the trustees:

Signature:		
Full name:	David Fraser Owen	Matthew David Bayley
Position:	Chair, Trustee	District Commissioner, Trustee
Date:	13 th July 2023	13 th July 2023

SOUTH MARCHES DISTRICT SCOUT COUNCIL

INCOME

2022			Total
£		£	£
37,009	Membership Capitation Receipts	44550	
2142	Capitation debtors	400	44950
23,945	Council Grants		0
	Explorer Scouts		
4,164	Subscriptions / Gift Aid	5075	
1,736	Activities / Fundraising	6340	11415
0	District Beaver Scout Section		696
87	District Cub Scout Section		530
935	District Scout Section		920
	Activities Accounts		
0	Camps / events	0	
	St. Georges Day	0	
44,042	Gang Show	24462	24462
1,074	Network		0
0	District Equipment Hire		0
8,505	Scouts Corner		7144
	Uniform Donation		2500
0			
14,645	Uniform Scout Shop - Sales		11537
50	Donations and Grants		
	Donations - Restricted A/c		44151
5,000	Donation from Gang Show		0
1,500	Badges Donation		1000
3,858	Badge Account - Sale of Badges		5298
0	Bank Interest		0
0	Received from Group Closures		0
	Transfer to Gang Show Account		
148,692	TOTAL INCOME		154603

SOUTH MARCHES DISTRICT SCOUT COUNCIL

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EXPENDITURE

2022			
£		£	£
30,597	Membership Capitation		34655
0	Marden Site Costs		
6,331	Explorer Scouts		9864
0	District Beaver Scout Section		1072
	District Cub Scout Section		700
615	District Scout Section		919
	Activities		
0	Camps / Events		
0	St. Georges Day	690	
3,472	Gang Show	17029	17719
454	Network		95
369	Web Site		453
558	Leominster: Operational		1309
4,797	Scouts Corner: Operational		6097
	Equipment Purchases		
	District Costs:		
1,101	Rent	1267	
90	Training	860	
1,177	Admin./Travel	2484	
1,795	Insurances	1047	
0	District Days	304	
157	District Awards		5962
	Donations		
1,000	Support Group/District Start Ups		
	Restricted		300
	Welfare		
20	Other		20
9,694	Uniform Purchases		10407
5,232	Badge Account		5006
1,000	Transfer to Uniform Shop (Net)		
	Transfer from Badge Account		1000
40,000	Transfer to Gang Show		
5,000	Transfer to District Account		6000
20581	Capital Exp. Scouts Corner		
10609	Leominster		391
	Transfer from Uniform account		2500
	Capital Expenditure Scouts		
0	Corner restricted		73228

SOUTH MARCHES DISTRICT SCOUT COUNCIL

144649	TOTAL EXPENDITURE	177697
4043	NET RECEIPTS / (EXPENDITURE) FOR YEAR	<u><u>-23094</u></u>

SOUTH MARCHES DISTRICT SCOUT COUNCIL

2022	ACCOUNTS AND PAYMENTS SUMMARY	2023
£		£
148,692	Total receipts for year	154603
(144,649)	Total payments for year	-177697
4,043	Net receipts / (expenditure) for year	-23094
0	Depreciation of fixed assets	0
0		
380,779	Balance brought forward	384,822
381	Badge Stock Adjustment	1411
7,778	Uniform Stock	5334
0	Land at Marden Net value *	24000
286,000	Insurance Valuation Leominster	<u>286000</u>
678,981		<u><u>678,473</u></u>

STATEMENT OF ASSETS AND LIABILITIES

520,000	Fixed Assets - Freehold and buildings	544000
	Current Assets	
50	Cash in hand	50
135,349	Bank accounts - Unrestricted	114581
5,308	Bank accounts - Restricted	<u>5008</u>
0	Bank accounts designated	119639
2,915	Debtors	889
7,581	Stock Badges	8611
7,778	Stock Uniform	5334
678,981		<u><u>678473</u></u>

BANK BALANCES

1,803	Badges	1209
54,501	District	17883
6,283	Explorers	7835
1,830	Network	1735
892	District Cub Scout Activities	722
68,655	Gang Show	4957
4,626	Uniform Account	3425
1,118	District Beaver Activities Section	742
949	District Scout Activities Section	950

SOUTH MARCHES DISTRICT SCOUT COUNCIL

140,657	Gang Show Interest A/c District	80131	119589
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Designated Accounts:

* Sale agreed £26000 deducted
estimated sale costs
Total

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 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 1 to 5

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: Michael Cole

Qualification: FCCA

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

Date: 9th May 2023