

# Trustees' Annual Report

For the period

From (start date)

0 1 0 1 2 4

to end date

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## Section A

## Reference and administration details

Charity name

Cardiff North District Scout Council

Other names the charity is known by

Registered charity number (if any)

7 0 2 6 2 1

HQ registration number

1 1 9 8 2 9 1 0

Charity's principal address

c/o The Hub

Maitland Street

Gabalfa CARDIFF

Postcode

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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 Sarah Currie	Chair	October 2024-
2 Frances Feehan	Trustee	October 2024-
3 Jonas William Smith	Trustee	October 2024-
4 Claudia Lesley Currie	Lead Volunteer	
5 Dr Andrew Roberts	Treasurer	
6 Hilary Ashton	Trustee	
7 Peter Norman Maskell	Trustee	
8 Glyn Hughes	Trustee	
9 Dr Rachel Helen Haigh	Trustee	
10 Mr Mike Lewis	Trustee	
11		
12		
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
Bankers	CAF	Kings Hill Av. West Malling Kent
Bankers	Virgin Money	77 Bothwell Street, Glasgow, G2 7ER
Independent Reviewer	Rebecca Alsopp	28 Ty Mawr Road, Llandaff North, CARDIFF, Cardiff. CF14 2FN

**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 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

District is a trust established under its rules which are common to all Scouts.

Trustee selection methods

The Trustees are appointed in accordance with Section 5.4 of the Policy, Organisation and Rules of The Scout Association adopted 24th May 2023

Additional governance issues

The District is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout Group 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:

The Trustee Board consists of the Chair, Treasurer and 8 Trustees (including 1 Ex Officio Trustee) and meets quarterly. Members of the Trustee Board complete **Being a Trustee in Scouts** learning within the first 6 months of joining the Board.

a) the induction and training of trustees; b) trust

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high-quality and safe programmes that gives young people skills for life.

**Risk and Internal Control**

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 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:</p> <ul style="list-style-type: none"> <li>- enjoy what they are doing and have fun</li> <li>- take part in activities indoors and outdoors</li> <li>- learn by doing</li> <li>- share in spiritual reflection</li> <li>- take responsibility and make choices</li> <li>- undertake new and challenging activities</li> <li>- make and live by their Promise.</li> </ul>
<p>Summary of the main activities in relation to these objects</p>	<p>Promoting the development of Scouting in the District</p> <ul style="list-style-type: none"> <li>-Acting in all matters related to District finance and property -</li> <li>Supporting Groups in the development of their programmes -</li> <li>Supporting Groups on administrative and financial matters -</li> <li>Leader Appointment, induction and development</li> <li>-Running of District-wide events for Young People</li> <li>-Provision of the Scouting programme for 14-25 year olds through Explorer and Network Units including the development of Young Leaders, and the Duke of Edinburgh Awards</li> </ul>

Additional details of the objectives and activities (optional information but encouraged as best practice)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- contribution made by volunteers;
- policy on investments.

The District Financial Policy and associated Procedures for Making Payments, provide further details

Public benefit statement

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

## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

Top Awards – 1 Kings Scout Award.  
DoE – 4 Gold, 6 Silver and 19 bronze awards  
Explorer Belt – 6 from our District  
Young Leader awards – 2  
Chiefs Scout Awards are currently totalling 5 Diamond 8 Platinum and 20 Gold.

## 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 Board of Trustees considers that the group should hold a sum equivalent to 6 months running costs, circa £25,000.

Quantify and explain any designations

The District held reserves of approximately £70,000 against this at year end. This is above the level required for operating expenses. This can be explained by the need to hold funds to sponsor continued District sectional events and contingency support to Groups within the District. Through its financial policy, the Trustees have established a Development Fund to provide support for constituent groups and individual members where necessary.

**Investment Policy**

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.

The District Trustees monitor the levels of bank balances and the interest rates received to ensure the group 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 Trustees consider the cash flow requirements.

**Section F Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)						
Full name(s)	Sarah Currie	Andrew Roberts				
Position (eg Secretary, Chair)	Chair	Treasurer				
Date	1	1	0	6	2	5

# Cardiff North District Scout Council

## Treasurer's Report

Please see accompanying sheets for Balance Sheet and Statement of Financial Activities for the year January-December 2024

Overall our income was higher than in the previous year. However a good part of this was a result of the closure of 3rd Rhiwbina. This money has either been passed onto 3rd Llanishen, who took on the majority of the members from the group. The remainder has been held as part of the District Development Fund. Membership Fee Income was slightly higher than in previous year, reflecting a small increase in membership numbers, and an increase in membership fees for the explorer units for new members. The district levy remains at £2 per head

Outgoings were lower this year than the previous year. We had fewer members participating in the Silver and Gold D of E expeditions, and cub activities required less district input. The Cub District Camp was significantly under budget and didn't require any district subsidy. The Trustees remind those organising District-Wide events, that the district provides a budget of £500 per section level and will underwrite losses provided that a budget has been agreed in advance of the event.

The District Trustees have agreed to set up a development fund to support of Groups, Sections (including Explorer and Network Units) and individual members, where financial constraints are likely to prohibit them from the operation of, or participation in a quality scouts programme. This is detailed in the District Financial Policy which has also been agreed by the trustees.

Andy Roberts, District Treasurer 7th June 2025

# Cardiff North District Scout Council

## Balance Sheet

As of December 31, 2024

	<b>Total</b>	
	Jan 1 - Dec 31 2024	Jan 1 - Dec 31 2023 (PY)
Fixed Asset [1]		
<b>Total Fixed Asset</b>		
<b>Cash at bank and in hand</b>		
Activity	£ 3,487	£ 245
Cash Account	£ 29,275	£ 17,134
Equals Spend	£ 678	£ 375
Fiery Dragons	£ 4,366	£ 3,986
Gold	£ 34,639	£ 33,798
Phoenix	£ 3,188	£ 5,817
TT	£ 1,943	£ 1,427
<b>Total Cash at bank and in hand</b>	<b>£ 77,577</b>	<b>£ 62,782</b>
<b>Net current assets</b>	<b>£ 77,577</b>	<b>£ 62,782</b>
<b>Net current assets (liabilities)</b>	<b>£ 77,577</b>	<b>£ 62,782</b>
<b>Total assets less current liabilities</b>	<b>£ 77,577</b>	<b>£ 62,782</b>
<b>Total net assets (liabilities)</b>	<b>£ 77,577</b>	<b>£ 62,782</b>
<b>Charity funds</b>		
Opening Balance Equity	£ 62,782	£ 61,794
Retained Earnings	£ -	£ -
Surplus/(Deficit)	£ 14,795	£ 988
<b>Total Charity funds</b>	<b>£ 77,577</b>	<b>£ 62,782</b>

[1] The accounts do not specifically include physical fixed assets held by the district. These are largely in the custody of our explorer units, and our D of E teams. The majority of the assets are camping and expedition equipment. A full inventory is available on request.

**Statement of Activity 2024**  
**Cardiff North District Scout Council**  
January-December, 2024

<b>Receipts and Payments Account</b>	<b>Total</b>	
	<b>Jan 1 - Dec 31 2024</b>	<b>Jan 1 - Dec 31 2023 (PY)</b>
<b>Receipts</b>		
<b>Charitable Activities</b>		
Beaver Event Income	£1,102	£1,080
Cub Event Income	£3,954	£1,512
D of E Income	£2,815	£6,117
Fiery Dragons Activity Income	£1,338	£559
Phoenix Activity Income	£14,944	£14,106
TT - Activity Income	£6,589	£13,502
<b>Total for Charitable Activities</b>	<b>£30,741</b>	<b>£36,874</b>
<b>Donations and legacies</b>		
Fundraising	£799	£0
Membership Fees from Groups	£49,780	£46,841
Subscriptions - Fiery Dragons	£2,510	£2,428
Subscriptions - Phoenix	£5,706	£6,716
Subscriptions - TT	£4,564	£4,530
Less Membership Fees Passed to Area	-£52,294	-£50,682
<b>Total for Donations and legacies</b>	<b>£11,066</b>	<b>£9,833</b>
<b>Other Income</b>		
Group Closure Income	£13,928	£0
Go Cardless Charge taken on payments (Fiery Dragons)	-£135	-£89
Scout Shop	£35	
Services	£752	
Uncategorised Income	£100	£640
Lisvane Hall Income	£1,665	£5,223
Loan repayment from 2nd LLandaff		£2,500
Interest Received	£913	£815
<b>Total Other Income</b>	<b>£17,258</b>	<b>£9,089</b>
<b>Total Income</b>	<b>£59,065</b>	<b>£55,796</b>
<b>Payments</b>		
<b>Charitable Payments</b>		
<b>Youth Programme and Activities</b>		
Beaver Activities	£922	£839
Cub Activities	£1,940	£3,926
D of E Activities	£3,530	£6,116
Fiery Dragons Activity	£1,793	£1,436
Phoenix Activities	£21,143	£17,627
TT Activities	£10,235	£16,578
Young Leader Activities	£124	£148
From Equals		£160
<b>Total for Youth Programme and Activities</b>	<b>£39,687</b>	<b>£46,830</b>

<b>Other Expenses</b>		
Lisvane Hall	£2,637	£5,606
Bank Charges	£300	£300
Adult Support and Training	£211	
Support for Groups	£868	
Insurances	£235	£1,073
Office/General Administrative Expenses	£31	
Space Hire	£300	
Payment to Area for 2nd LLandaff Loan		£1,000
<b>Total Other Expenses</b>	<b>£4,583</b>	<b>£7,978</b>
<b>Total Payments</b>	<b>£44,269</b>	<b>£54,808</b>
<b>Net Income</b>	<b>£14,795</b>	<b>£988</b>
<b>Cash funds last year end</b>	£62,782	£61,794
<b>Cash funds this year end</b>	<b>£77,577</b>	<b>£62,782</b>

## Independent examiner's report to the trustees of Cardiff North District Scout Council

I report to the trustees on my examination of the accounts of the Cardiff North District Scout Council for the year ended 31<sup>st</sup> December 2024.

### Responsibilities and basis of report

As the charity trustees of the Cardiff North District Scout Council you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Cardiff North District Scout Council accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

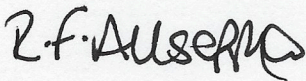
### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the of the Cardiff North District Scout Council you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the as required by section 130 of the Act.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Rebecca Allsopp.

Address: 28 Ty Mawr Road, Llandaff North, Cardiff, CF14 2FN

Date: 07<sup>th</sup> May 2025