

# Trustees' Annual Report

For the period

From (start date) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 4 | 2 | 2 |
|---|---|---|---|---|---|

 to end date 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 3 | 1 | 0 | 3 | 2 | 3 |
|---|---|---|---|---|---|

**Section A Reference and administration details**

Charity name 

|                                      |
|--------------------------------------|
| North Belfast District Scout Council |
|--------------------------------------|

Other names the charity is known by 

|                      |
|----------------------|
| North Belfast Scouts |
|----------------------|

Registered charity number (if any) 

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| 1 | 0 | 3 | 8 | 0 | 4 |
|---|---|---|---|---|---|

HQ registration number 

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| 1 | 0 | 0 | 0 | 1 | 9 | 8 | 8 |
|---|---|---|---|---|---|---|---|

Charity's principal address 

|               |   |   |   |   |   |   |   |
|---------------|---|---|---|---|---|---|---|
| 12 Holly Lane |   |   |   |   |   |   |   |
| Newtownabbey  |   |   |   |   |   |   |   |
| Co Antrim     |   |   |   |   |   |   |   |
| Postcode      | B | T | 3 | 6 | 5 | G | U |

Names of the charity trustees who manage the charity

|    | Trustee Name      | Office (if any) | Dates acted if not for whole year |
|----|-------------------|-----------------|-----------------------------------|
| 1  | Geoff Davidson    | Chair           |                                   |
| 2  | Margaret Mitchell |                 |                                   |
| 3  | Maureen Davidson  | Secretary       |                                   |
| 4  | Agnes Colgan      |                 |                                   |
| 5  | Phyllis Cooke     |                 |                                   |
| 6  | Elizabeth McClean |                 |                                   |
| 7  | Prue Sutton       |                 | 30-Nov-22                         |
| 8  | Harry Porter      |                 |                                   |
| 9  | John White        | Treasurer       |                                   |
| 10 | Jeanette Allen    |                 |                                   |
| 11 |                   |                 |                                   |
| 12 |                   |                 |                                   |
| 13 |                   |                 |                                   |
| 14 |                   |                 |                                   |
| 15 |                   |                 |                                   |

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

| Type of advisor | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

## Description of the charity's trusts

## Type of governing document

The District Scout Council'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.

(e.g. trust deed, constitution)

## How the charity is constituted

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

(e.g. trust, association, company)

## Trustee selection methods

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

(e.g. appointed by, elected by)

## 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 Scout Council, 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 Group Scout Leaders, individual section leaders (if opted to take on the responsibility by the District Commissioner) and parent's representation and meets 4 times per year.

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

This District Scout Council exists to support the Group Scout Leader in meeting the responsibilities of the appointments and is responsible for:  
Compliance with the Policy, Organisation and Rules of The Scout Association;  
Managing District finances;

Ensuring insurance of persons, property and equipment;

Providing sufficient resources for Scouting to operate. This includes but is not limited to supporting recruitment, other adult support and fundraising activities;  
District public occasions;

Promoting and supporting development of Scouting in the local area;

Managing and implementing the Safety Policy locally;

Ensuring that a positive image of Scouting exists in the local community;

Opening, closing and amalgamating Groups in the District as necessary;

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.

The District Scout Council also:

Presents the Annual Report and Annual Accounts at the Annual General Meeting and submits them to the Charities Commission for N Ireland;

Maintains confidentiality with regard to appropriate District Scout Council business.

## Policies and procedures adopted for:

- the induction and training of trustees;
- trustee' consideration of major risks and the systems and procedures to manage them

**Risk and Internal Control**

The District Scout Council 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:

*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 District Scout Council 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.

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 ensuring that insurable risks are covered.

**Section C**

**Objectives and activities**

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

**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.

**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.

**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.

Summary of the main activities in relation to these objects

The above objectives are achieved by providing an enjoyable scheme of progressive training based on the Scout Promise and Law and guided by adult leadership. This includes weekly Section meetings with age-appropriate activities, including games, badgework and craft/art activities. Young people also participate in Outings and Camps and events organised at both District and County level. The District Scout Council provides financial support and guidance to Groups within North District.

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.

All requests for grant assistance are discussed by the District Scout Council and awards made as appropriate, approved and recorded in Council minutes.

Public benefit statement

The District Scout Council 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

The District continued to provide financial support for various activities eg grants to young people and Leaders planning to attend international camps. The District provided assistance to a North Belfast Scout selected to represent NI Scouts at the 2023 World Jamboree in South Korea. Activities resumed during the year with groups meeting regularly as the effects of the pandemic receded. The Christingle service was well attended with Groups present who hadn't previously engaged with the District at this event. An Explorer weekend was held with all places taken and included discussions with the Explorers on what activities they would like moving forward. The District commenced development of a Duke of Edinburgh pilot scheme. Training of volunteers continued.

**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 Scout Council considers that the District should hold a sum equivalent to 3 months running costs, circa £100.

The District held reserves of approximately £86,000 against this at year end. This is above the level required for operating expenses and is the result of the sale of Cavehill Road premises. The reserve is held for the benefit of the District.

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**

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.

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

The District Scout Council 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 Scout Council considers the cash flow requirements.

• investment policy and objectives

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**Section F**

**Other Optional Information**

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

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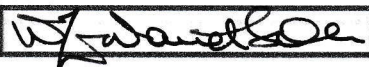
**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

|   |  |
|---|--|
|  |  |
|---|--|

Full name(s)

|                           |  |
|---------------------------|--|
| William Geoffrey Davidson |  |
|---------------------------|--|

Position (eg Secretary, Chair)

|       |  |
|-------|--|
| Chair |  |
|-------|--|

Date

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