

Gravesham District Scout Council

Trustees' Annual Report and Accounts

For the year ended 31 March 2019



Scouts

Gravesham

Registered Charity No. 303399

Trustees who have served at any point in the year

Paul Rushbrook	District Commissioner (until 31/12/18) then Chair		
Henson Appleby	Chair (until 31/12/18) then District Commissioner		
Fraser Patrick	Treasurer		
Pat Duncumb	Secretary (from 14/9/18)		
Dave Moesli	District Explorer Scout Commissioner		
Adam Martin	District Network Scout Commissioner (until 4/10/18)		
Helen Smith	(District Scout Network Commissioner from 9/12/18)		
Joseph Appleby	District Youth Commissioner		
Alan Skelton		Kevin Missons	
Becky Knowles		Marion Weston	
Darren Stanford		Richard Ruddick	
Janet Jones		Rob Viner	
Karen Treadwell		Steve Costin	
Terry Duncumb	(from 24/7/18)	Sandra Ferguson	(from 14/9/18)
Susan Livett	(from 21/3/19)		
Chris Zgoda	(until 14/9/18)	Debby Pearce	(until 31/12/18)

Custodian Trustee: The Scout Association Trust Corporation

Contact address: Mr F Patrick, 3 Michele Cottages, Chalk Road, Higham, ME3 7JZ

Structure, Governance and Management

Description of the charity's trusts

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. The District is a trust established under its rules which are common to all Scouts. The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association and the constitution of the District.

Risk and internal controls

The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss, these include dual approval for payments, regular reports to the trustees including emerging issues and comprehensive insurance policies to ensure that insurable risks are covered.

Trustees need to be alerted to possible conflicts of interest which may arise. Trustees are required to identify and declare any conflict of interest; trustees are removed from any decision making process where a conflict of interest is declared or identified; details of discussions and decisions made when a conflict has been identified are recorded and care is given to managing the conflict of interest once a decision has been made.

Objectives, activities and achievements

Objectives

The objectives of the District are as a unit of The Scout Association. Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society. 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 cooperate with others and make friends.

Activities and achievements

781 young people were recorded on the census as members this year, an increase of 12 from last year and the largest number for 17 years. Leader numbers are also up by 25.

The District operates four Explorer Scout units for 14-18 year olds and a growing and active Network Scout unit for young people aged 18-25. Units have taken part in an active programme during the year, including attendance at national events, completion of Duke of Edinburgh awards, camps and many activities including hill walking, paintball and climbing.

The District supports 12 groups across Gravesham which provide Scouting to 6-14 year old girls and boys. Although each group is independent, the District provides some centralised activities for members, reviews adult appointments, oversees governance, provides some elements of training and gives support and advice as required. Activities provided during the year included sleepovers and camps, hill walking, water activities and clay pigeon shooting. A St George's Day parade was held in the centre of Gravesend and the District was represented at several Remembrance parades across the borough.

The District operates a campsite (Hopehill in Meopham) which is used by Scouts and others for camping and activities (including climbing, archery and air rifle shooting). This year the boiler system in the main Clifford Allen Building was replaced, a new all-weather air rifle range completed to match the archery range and auto-belays purchased for the climbing tower. Hopehill is maintained by a dedicated Support Team of volunteers to whom we offer our thanks for the many hours spent maintaining the site for the benefit of all users.

Scouting in the District is entirely dependent on the volunteer Scouters and other adults who give their time and energy to plan and run activities and provide support

for the benefit of the young people. A new District Commissioner, Henson Appleby, was appointed in January 2019.

Public benefit

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. The trustees have regard to the guidance on public benefit issued by the Charity Commission when exercising any powers to which the guidance may be relevant.

Financial review

Performance in the year

The District remains in a strong financial position. Operating activities (excluding investments and projects) produced a surplus of £10,728 compared to £13,298 last year. Activities mostly broke even or made a small surplus to help support the cost of equipment replacement. The District maintained its' membership subscription at £4.50 per young person.

The District owns the Hopehill Campsite, which has archery, air rifles and climbing equipment, pedal carts, a bouncy castle, tractors and tools for maintenance. The District also operates Chalk Scout Hut, runs kayaks, canoes and bell-boats, has shotguns and clay pigeon shooting equipment and owns ropes, radios and shelters for hillwalking, all of which are renewed and improved on a rolling basis.

The Clifford Allen Memorial Trust (which is included in the accounts) contributed £27,000 towards the cost of the replacement boilers and ovens at Hopehill and £12,000 to support young people going to the World Scout Jamboree in America. Good investment performance (receipts, gains on trades and market value movements less fees) of £34,000 led to the total funds only reducing by £5,000.

Reserves and investments

The District maintains sufficient reserves to provide for the ongoing operation of its activities, including future capital requirements for its properties in the long term. Cash is held in various current and deposit accounts, or in The Scout Association Charity Deposit Account. Investments are managed under a low to moderate investment risk and balanced income & capital growth investment objective and made in accordance with the recommendations of our advisors, Brewin Dolphin.

The trustees declare that they approved this report on 8th July 2019.

Signed on their behalf by:



Henson Appleby



Paul Rushbrook

Receipts and Payments Account for the year ended 31 March 2019

Receipts	This year £	Last year £	Payments	This year £	Last year £
Membership subscriptions	36,347	34,675			
Less paid over	<u>(28,914)</u>	<u>(28,462)</u>			
	7,433	6,213	Administration	2,015	524
Adult training	94	540	Adult training	595	2,798
Donations and grants	1,191	2,370	Purchase of equipment	1,194	229
Interest	344	377			
Investment income	<u>44,858</u>	<u>18,828</u>	Investment management costs	4,460	4,537
	45,202	19,205			
District activities	36,411	35,741	District activities	37,675	42,420
Explorer activities	<u>7,875</u>	<u>5,910</u>	Explorer activities	<u>8,634</u>	<u>8,798</u>
	44,286	41,651		46,309	51,218
Property receipts	45,721	49,544	Property running costs	35,385	31,667
Site shop	<u>1,134</u>	<u>1,938</u>	Site shop	1,867	2,110
	46,855	51,482	Property improvements	<u>41,333</u>	<u>20,390</u>
				78,585	54,167
Other income	1,139	1,154			
Transfer from closed groups	<u>-</u>	<u>70</u>	Other expenses	3,700	2,014
	1,139	1,224			
Sub total	<u>146,200</u>	<u>122,685</u>	Sub total	<u>136,858</u>	<u>115,487</u>
Sale of investment assets	62,805	43,578	Purchase of investment assets	94,292	25,400
Total receipts	<u>209,005</u>	<u>166,263</u>	Total payments	<u>231,150</u>	<u>140,887</u>
Total payments	(231,150)	(140,887)			
Net receipts / (payments)	<u><u>(22,145)</u></u>	<u><u>25,376</u></u>			

Statement of Assets and Liabilities As at 31 March 2019

	This year £	Last year £
Monetary assets		
Cash held	1,584	804
Bank current accounts	62,575	55,196
Bank deposit accounts	10,034	10,031
Brewin Dolphin cash held	6,343	36,651
Scout Association Charity Deposit Account	68,000	68,000
	<u>148,536</u>	<u>170,681</u>
Investments		
Quoted securities at market value	<u>440,715</u>	<u>415,159</u>
Non monetary assets held for charity use		
Stock for resale at cost	1,578	1,886
Land at cost	75,000	75,000
Buildings and equipment at insurance value	1,183,735	1,183,735
	<u>1,260,313</u>	<u>1,260,621</u>

Signed on behalf of all the trustees on 8th July 2019:



Fraser Patrick

Notes to the accounts for the year ended 31 March 2019

Basis of preparation

These accounts are prepared on a receipts and payments basis.

They include all the activities of Gravesham District, including Hopehill Scout Campsite, four Explorer Scout units, a Network Scout and Active Support unit and the Clifford Allen Memorial Trust.

The Scout Groups in the District are separate charities and are not included.

Clifford Allen Memorial Trust	This year £	Last year £
Market value at 1 April	451,809	459,211
Grants to District	(39,218)	-
Investment management fees	(4,460)	(4,537)
Net investment returns	38,927	(2,864)
Market value at 31 March	<u>447,058</u>	<u>451,809</u>

Property

The District owns the land and building at Hopehill Campsite and the land at Istead Rise Scout Hut.

Hopehill campsite	This year £	Last year £
<i>Income</i>		
Camp fees	28,540	31,758
Building hire	12,860	13,867
Site activities	3,731	3,622
Tuck shop	1,141	1,957
Other	283	94
	<u>46,555</u>	<u>51,297</u>
<i>Ongoing expenditure</i>		
Utilities	(14,338)	(9,614)
Insurance	(7,363)	(6,744)
Running costs	(543)	(335)
Activity maintenance	(1,535)	(1,506)
Tuck shop	(1,867)	(2,110)
Cleaning	(3,135)	(4,039)
Maintenance	(7,670)	(6,877)
	<u>(36,451)</u>	<u>(31,224)</u>
<i>Projects</i>	(40,966)	(20,054)
Transfer from Clifford Allen fund	27,218	-
	<u>(3,644)</u>	<u>19</u>

Independent Examiner's Report to the Trustees of Gravesham District Scout Council

I report on the accounts of the District for the year ended 31st March 2019 set out on pages 4 to 7.

Respective responsibilities of trustees and examiner

The District's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act"). They consider that an audit is not required for this year under Section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Act;
- to follow the applicable Directions given by the Charity Commission (under Section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.



Name: Victoria Childs

Professional qualification: ACMA

Address: 100A Maidstone Road, Rochester, Kent, ME1 3DE

Date: 24th August 2019