

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	Secretary	
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:		
Full name:	David Owen	Matthew Bayley
Position:	South Marches Scouts District Chair	Team District Commissioner
Date:	9 September 2021	9 September 2021