

# Trustees' Annual Report

South Marches District Scout Council  
annual report and accounts for the period  
1st April 2023 - 31st March 2024

# 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 112 Eign Road 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	
Peter Johnson	District Explorer Scout Commissioner	
James Price	District Explorer Scout Commissioner	
Neil Styles	Nominated	From September 2023
Christopher Ruffe	Co-opted (premises)	
Jacqueline Williams-Smith	Co-opted (media)	To September 2023
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 £741313 with expenditure of 780680 resulting in a cash deficit of £39367. The net current assets of the District as at 31st March 2024 were £96322, of which £91414 were unrestricted funds, £4908 restricted funds. We currently hold cash reserves of £81161, stock valued at cost of £15161 The cash loss is as a direct result of the decision to build a new District Headquarters and Community Centre the net cost during this period was £54836. Gross figures for this project were Income £640763 expenditure £695599 are included in the above report.

## 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 £35000. The District continue to hold sufficient cash reserves 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:		