

Trustees' Annual Report

For the period

From (start date)

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to end date

3	1	0	3	2	2
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Section A

Reference and administration details

Charity name

Worthing District Scout Council

Other names the charity is known by

Worthing District Scouts

Registered charity number (if any)

3	0	5	9	1	6
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HQ registration number

1	0	0	0	1	2	5	6
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Charity's principal address

Postcode							

Names of the charity trustees who manage the charity

	Trustee Name	Office (if any)	Dates acted if not for whole year
1	Mr A Chartres	District Commissioner	
2	Mrs S. Grant	District Chair	
3		District Secretary	
4	Mr M. Hudgell	Deputy Dist Comm.	
5	Mr S. Burchett	Network Comm.	
6			
7		District Treasurer	
8	Mr D Willett		
9	Mrs B Wells		
10	Mr S Payne		
11	Mr Ryan Baguley		
12			
13			
14			
15			

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

Type of advisor	Name	Address

Section B**Structure, governance and management**

Description of the charity's trusts

Type of governing document

(e.g. trust deed, constitution)

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

(e.g. trust, association, company)

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

Trustee selection methods

(e.g. appointed by, elected by)

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

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 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.

Policies and procedures adopted for:

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

The Committee consists of 3 independent representatives, Chair, Treasurer and Secretary together with the District Leaders, and other representation and meets every 2 months.

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

This District Executive Committee exists to support the District Commissioner 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 finance;

The insurance of persons, property and equipment;

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.

The District Executive Committee 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:

Damage to the building, property and equipment. The District would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Districts. Similar reciprocal arrangements exist with these organisations. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.

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 Committee 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 a 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>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.</p> <p>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.</p> <p>The Scout Method 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"> - 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.
<p>Summary of the main activities in relation to these objects</p>	
<p>Additional details of the objectives and activities (optional information but encouraged as best practice)</p>	
<p>You may choose to include further statements, where relevant, about:</p> <ul style="list-style-type: none"> • policy on grantmaking; • contribution made by volunteers; • policy on investments. 	
<p>Public benefit statement</p>	<p>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.</p>

Section D**Achievements and performance**

Summary of the main achievements of the charity during the year

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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 Executive Committee considers that the District should hold a sum equivalent to 12 months running costs, variable from time to time as it includes special funds.

The District held adequate reserves at year end.

Quantify and explain any designations

N/A

Details of any funds materially in deficit (circumstances plus steps to eliminate)

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N/A

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 or The Scout Association's Short Term Investment Service.

- how expenditure has supported the key objectives of the charity;
- investment policy and objectives

The District Executive 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 Executive considers the cash flow requirements.

Section F Other Optional Information

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

Development of International Scouting opportunities for a broader range of members across the District

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Al Chartres</i>	
Full name(s)	Alastair Chartres	
Position (eg Secretary, Chair)	District Commissioner	
Date	1	7 0 5 2 3

Worthing District Scouts Council Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2021	To	31/03/2022
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Receipts and payments

	2022/03	2021/03
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income		
Membership subscriptions	68,206	72,591
Less: Membership subscriptions paid on (National/County/Area/District)	- 17,008	- 68,794
Net membership subscriptions retained	51,198	3,798
Donations	2,104	44
Legacies	-	-
Gift Aid	-	-
Other similar income	-	-
Sub total	53,302	3,842
Grants		
Maintenance grant	-	-
Other grants	-	10,000
Sub total	-	10,000
Fundraising (gross)		
Activities Income	8,523	- 923
Jamboree Contributions	792	-
General Fundraising	-	-
Shop & Badges Income	6,678	5,062
Sub total	15,992	4,140
Investment income		
Bank interest	13	26
CAF and NS&I Accounts	13,446	- 7,671
Other Investment Income	-	-
Property Rent income	-	-
Loans repaid by group	-	-
Sub total	13,459	- 7,646
Total Gross Income	82,753	10,336
Asset and investment sales, etc.	-	-
Total receipts	82,753	10,336

Worthing District Scouts Council Receipts and Payments Account

Year start date

Year end date

For the year from	01/04/2020	To	31/03/2021
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Receipts and payments

	2022/03 Unrestricted funds £	2021/03 Unrestricted funds £
Payments		
Charitable Payments		
Youth programme and activities	18,987	2,793
Adult support and training	-	-
Rent-Hall Hire	40	-
District Expenses	3,349	1,548
Electricity and Gas	295	105
Insurance	923	-
Repairs and Renewals	510	-
Materials and equipment	2,488	34
Printing and photocopying	-	-
Contribution to camp costs	41	60
Shop/Badge purchases/expenses	2,768	2,741
AGM and trustee expenses	-	141
Jamboree Expenses	-	-
Donations & Grants paid out	10,760	20,189
Bank Charges	235	277
Sundry	-	44
Sub total	40,351	27,889
Fundraising expenses		
Detail 1	-	-
Detail 2	-	-
Detail 3	-	-
Other fundraising costs	-	-
Sub total	-	-
Total Gross Expenditure	40,351	27,889
Asset and investment purchases, etc.	-	-
Total payments	40,351	27,889
Net of receipts/(payments)	42,402	- 17,553
Cash funds last year end	235,321	252,873
Cash funds this year end	277,723	235,321

Statement of assets and liabilities at the end of the year

	31st March 2022		31st March 2021
	Unrestricted funds		Unrestricted funds
	£		£
Cash funds			
Bank current account	68,642		24,016
Bank deposit account	86,475		106,075
Building society account	27,618		27,201
District Explorers	19,210		17,411
CAF Account	55,475		42,443
District Cash Plus	1,800		2,637
Total cash funds	259,219		219,784
Other monetary assets			
Tax claim	-		-
Debts due from the County/Area/District/Group	18,504		15,537
Insurance claim	-		-
Sub total	277,724	-	235,321
Difference	0	-	-
Investment assets			
Investment property - detail	-		-
Quoted investments	-		-
Other investments - detail	-		-
Sub total	-		-
Non monetary assets for charity's own use			
Badge stock	-		-
Shop stock	-		-
Other stock	-		-
Land and buildings	-		-
Motor vehicles	-		-
Scouting equipment, furniture etc	-		-
Other	-		-
Sub total	-		-
Liabilities			
Accounts not yet paid	-		-
Expenses incurred but not invoiced	-		-
Subscriptions not yet paid	-		-
Loan - detail	-		-
Other liabilities	-		-
Sub total	-		-

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature
A Chartres
S Grant

Print Name
Chair
Treasurer



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Worthing District Scout Council

**On accounts for the year
ended**

31/03/2022

**Charity no
(if any)**

305916

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

**Responsibilities and
basis of report**

As the charity's trustees, 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 Trust's 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

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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

25/01/2022

Name:

Sean Weston

**Relevant professional
qualification(s) or body
(if any):**

Address:

67 Bramble Rise, Westdene, Brighton, BN1 5EE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.