

**MALLING DISTRICT SCOUT COUNCIL**

**REPORT AND ACCOUNTS**

**YEAR ENDED 31 MARCH 2020**

**CHARITY REG. NO. 308139**

**MALLING DISTRICT SCOUT COUNCIL**

**YEAR ENDED 31 MARCH 2020**

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**MALLING DISTRICT SCOUT COUNCIL**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

**Section A : Reference and Administration Details**

<b>Charity Name</b>	Malling District Scout Council
<b>Registered Charity Number</b>	308139
<b>Charity's Principal Address</b>	45, Holtwood Avenue, Aylesford, Kent ME20 7QH
<b>President (Honorary)</b>	Martin Willgoss

**Names of Charity Officers**

**Trustees**

Denis Spiller	Chairman
Craig Worcester	District Commissioner
Matthew Paramor	District Explorer Scout Commissioner (appointed 7th October 2019)
Adam Ray	District Youth Commissioner
Mark Stamford	Deputy District Commissioner
Matthew Wood	District Scout Network Commissioner
Karen Carmillet	Secretary
David Silvester	Treasurer
Derek Carpenter	Trustee
Gary Mills	Trustee
Graham Pover	Trustee
Ken Sharp	Trustee

**Name of Custodian Trustee**

The Scout Association Trust Corporation

**Name and Address of Advisors**

Bankers : Barclays Bank PLC, North Kent Group, 40-46 High Street,  
Maidstone, Kent ME14 1SS

## **MALLING DISTRICT SCOUT COUNCIL**

### **TRUSTEES' ANNUAL REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2020**

#### **Section B : Structure, Governance and Management**

##### **Description of the Charity's Trusts**

###### 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. The District is registered with The Scout Association under number 12713.

###### Trustee selection methods

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

###### Additional Governance issues

The District is managed by the District Scout Council, the members of which are the 'Charity Trustees' of the 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 records and making returns to the Charity Commission as appropriate.

The District Scout Council consists of the 'Charity Trustees' together with representatives from the individual Scout Groups within the Malling District. The District Scout Council meets regularly during the year.

The District Scout Council exists to support the individual Scout Groups and the Explorer Units within the Malling District and is mainly responsible for:

The maintenance and upkeep of the land and buildings at Comp Wood;  
The raising of funds and the administration of the District's finance;  
The insurance of persons, property and equipment of the District;  
District public occasions;  
Assisting in the recruitment, training and monitoring of leaders and other adult support;  
Appointing any sub committees that may be required; and  
Appointing District Administrators and Advisors other than those who are elected.

## MALLING DISTRICT SCOUT COUNCIL

### TRUSTEES' ANNUAL REPORT

#### FOR THE YEAR ENDED 31 MARCH 2020

##### Section C : Objectives and Activities

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

The objectives of Malling District Scout Council are as a District of the Scout Association.

Summary of the main activities in relation to these objects

##### 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.

Cooperation - We make a positive difference; we cooperate 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; and

make and live by their Promise

##### Section D : Achievements and Performance

See separate reports from the various sections of the District.

##### Section E : Financial Review

##### Reserves Policy

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income activities fall short.

##### Investment Policy

The District has adopted a low risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks, building societies and The Scout Association Short Term Investment Service.

##### Financial Review

See separate report from the Treasurer.

##### Section F : Declaration

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

Signed on behalf of the charity's trustees

Signature



Full Name Craig Worcester

Signature



Full Name David Silvester

Position District Commissioner

Position Treasurer

Date 21st January 2020

# Malling District Scout Council

## Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-19	To	31-Mar-20
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### Receipts and payments

	2019/20				2018/19	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £	Total funds £	Total funds £	
<b>Receipts</b>						
<b>Donations, legacies and similar income</b>						
Membership subscriptions	27,351	-	-	27,351	39,001	
Less: Membership subscriptions paid on (National/County/Area/District)	41,041	-	-	41,041	40,888	
Net membership subscriptions retained	- 13,690	-	-	- 13,690	- 1,887	7
Donations	1,710	3,000	-	4,710	5,800	
Legacies	10,000		-	10,000	-	
Gift Aid			-	-	2,993	
Other similar income	520		-	520	1,182	
<b>Sub total</b>	- 1,460	3,000	-	1,540	8,087	
<b>Grants</b>						
Maintenance grant	-	-	-	-	-	
Other grants	-	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-	
<b>Fundraising and other income(gross)</b>						
Explorers	16,353	-	-	16,353	17,136	
Scouts	-		-	-	-	
Cubs	6,820		-	6,820	5,080	
Beavers	410		-	410	-	
Quest	25,976		-	25,976	6,750	
Badge receipts	4,393		-	4,393	4,668	
Duke of Edinburgh Scheme	2,810		-	2,810	-	
UK and International Events (World Jamboree, KIJ etc.)	-	14,218	-	14,218	62,419	
Campsite fees	6,935		-	6,935	6,056	
Other fund raising	-	9,908	-	9,908	12,655	
Other income	2,854	2,698	-	5,552	-	4,5
<b>Sub total</b>	66,550	26,825	-	93,375	114,763	
<b>Investment income</b>						
Building Society interest	-	-	-	-	-	
The Scout Association Short Term Investment Service	239	-	-	239	188	
Other investment income	-	-	-	-	-	
<b>Sub total</b>	239	-	-	239	188	
<b>Total Gross Income</b>	65,329	29,825	-	95,154	123,038	
<b>VAT recovery</b>	-	-	-	-	-	
<b>Total receipts</b>	65,329	29,825	-	95,154	123,038	

# Malling District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-19	To	31-Mar-20
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## Receipts and payments

		2019/20			2018/19	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £	Total funds £	Total funds £	
Payments						
Charitable Payments						
Youth programme and activities - Explorers	17,933	-	-	17,933	14,760	
Youth programme and activities - Scouts	-	-	-	-	22	
Youth programme and activities - Cubs	7,221	-	-	7,221	5,291	
Youth programme and activities - Beavers	2,454	-	-	2,454	248	
Youth programme and activities - District/Growth	-	-	-	-	3,364	
UK and International Events (World Jamboree, KIJ, Quest etc.)	-	65,770	-	65,770	68,351	
Adult support and training	202	-	-	202	-	
Campsite Management					-	
Campsite maintenance	9,791	-	-	9,791	9,510	
Utilities (Electricity, Sewerage, Water)	600	-	-	600	-	
Campsite Insurance	669	-	-	669	1,133	
Repairs and renewals	136	5,057	-	5,193	3,780	
Administration					-	
Administration (including Online Scout Manager)	2,117	-	-	2,117	391	
AGM and trustee expenses	985	-	-	985	934	
Gift Aid (disbursement to Explorer Units)	-	-	-	-	909	
Meetings (Hall hire etc.)	-	-	-	-	-	
Sub total	42,107	70,826	-	112,934	108,691	
Fundraising and other expenses						
Badge purchases	4,034	-	-	4,034	4,060	
Shop stock purchases	-	-	-	-	463	
Duke of Edinburgh Scheme Support	2,648	-	-	2,648	386	
Other fundraising costs	2,787	4,000	-	6,787	16,274	
Sub total	9,469	4,000	-	13,469	21,183	
Total Gross Expenditure	51,577	74,826	-	126,403	129,875	
Asset changes and investment purchases, etc.	-	-	-	-	-	
Total payments	51,577	74,826	-	126,403	129,875	
Net of receipts/(payments)	13,752	- 45,002	-	- 31,250	- 6,837	
Transfers between funds	- 3,830	2,698	-	- 1,131	- 1,082	
Cash funds - last year end	97,753	16,484	-	114,236	121,313	
Cash funds this year end	107,675	- 25,820	-	81,855	113,393	

# Malling District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-19	To	31-Mar-20
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## Statement of assets and liabilities at the end of the year

	31st March 2020				31st March 2019	
	Unrestricted funds £	Designated Funds £	Restricted Funds £	Total funds £	Total funds £	Note
<b>Cash funds</b>						
Bank current accounts	107,675	- 25,820	-	81,855	113,393	3,6
Bank deposit account	-	-	-	-	-	
Building society account	-	-	-	-	-	
The Scout Association Short Term Investment Service	10,450	27,300	-	37,750	37,750	3,6
<b>Total cash funds</b>	118,125	1,480	-	119,605	151,143	
<b>Other monetary assets</b>						
Tax claim	-	-	-	-	-	8
Debts due from District Groups	39,032	-	-	39,032	4,465	
Insurance claim	-	-	-	-	-	
<b>Sub total</b>	39,032	-	-	39,032	-	
<b>Investment assets</b>						
Investment property - detail	-	-	-	-	-	
Quoted investments	-	-	-	-	-	
Other investments - detail	-	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-	
<b>Non monetary assets for charity's own use</b>						
Badge stock	2,550	-	-	2,550	1,727	1(c)
Shop stock	-	-	-	-	764	
Buildings	81,301	-	-	81,301	83,833	10
Scouting equipment, furniture etc	-	-	-	-	-	7
Campsite	19,000	-	-	19,000	19,000	2
<b>Sub total</b>	102,851	-	-	102,851	105,323	
<b>Liabilities</b>						
Accounts not yet paid	-	-	-	-	-	9
2020 Capitation not yet paid	-	-	-	-	-	
Loan - Campsite Development	-	4,000	-	4,000	8,000	
Other liabilities	-	428	-	428	-	
<b>Sub total</b>	-	4,428	-	4,428	12,893	

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees

Signature	Print Name
	Chair
	Treasurer



## **MALLING DISTRICT SCOUT COUNCIL**

### **NOTES TO THE ACCOUNTS**

#### **FOR THE YEAR ENDED 31 MARCH 2020**

##### **1. Accounting Policies**

###### **(a) Basis of Preparation**

The accounts are prepared under the historical cost convention on a receipts and payments basis.

###### **(b) Depreciation**

Depreciation is provided against fixed assets to write them down to their net realisable values over their estimated useful lives at the following rates:

Campsite Building	40 years straight line commencing 2011-12
Equipment	25% straight line
Stores	10% straight line
Campsite	No depreciation applied

###### **(c) Badge Stock**

Badge stock is stated at the lower of cost and net realisable value.

##### **2. Asset and investment purchase**

The Council, on behalf of the District, acquired the Comp Wood Campsite, Seven Mile Lane, Borough Green, Sevenoaks from Kent County Scout Council on 10th January 2014.

##### **3. Designated and Restricted Funds**

Designated and Restricted Funds include donations, fund raising and payments received for a specific purpose.

During the period, the following events were included in the Designated Funds figures:

###### **Longer term**

Fund raising for Comp Wood Campsite

###### **Shorter term (Event related)**

Kandersteg 2018  
Quest 7  
24th World Scout Jamboree (West Virginia)

##### **4. Other Income**

One exceptional items was received during the year:

i) The Malling District Scout Council account ("District Account") was reimbursed by the District Beaver section for payments advanced during a period when a change in account signatories was in progress; and

##### **5. Transfers**

Two transfers were made during the year:

i) A transfer of £668.66 from Malling District Campsite to the District Account to reimburse the District Account for payment of the annual insurance premium due for the Campsite.

ii) The Phoenix Explorer Scout Unit Account was closed and the residual funds transferred to the District Account.

## MALLING DISTRICT SCOUT COUNCIL

### NOTES TO THE ACCOUNTS

#### FOR THE YEAR ENDED 31 MARCH 2020

##### 6. Cash Funds - Total cash funds

	31/03/20	31/03/19
General Funds	£	£
Scout Association Short Term Investment Service	37,750	37,750
Current Account MDSC (District Account)	63,837	90,910
Current Account - Youth Sections	16,773	21,288 *
Current Account - Campsite account	644	1,576
Current Account - Shop account	-	463
	<u>81,254</u>	<u>114,236</u> 10

\* Youth Section closing balance 2019 adjusted by +£380.22 to reflect transactions not included in prior year.

##### 7. Tangible Fixed Assets

	Campsite Building £	Equipment £
COST		
Brought forward	83,833	-
Additions	-	-
Carried forward	<u>83,833</u>	<u>-</u>
DEPRECIATION		
Brought forward	-	-
Charge for the year	2,532	-
Carried forward	<u>2,532</u>	<u>-</u>
NET BOOK VALUE		
Carried forward	<u>81,301</u>	<u>-</u>

##### 8. Capitation not yet paid

Capitation for the calendar year is payable on or around year-end for the District. Where the payment has not cleared through the account by 31st March, the amount is reflected as a debt due.

##### 9. Loans

Total Cash Funds - Designated Funds includes a number of interest-free loan payments. The terms of the loans provide for repayment no later than four years from the date of receipt. All loans are due to be repaid by 31st March 2021. Three loans were repaid during the year.

##### 10. District Shop

During the year, the District Shop was closed. The account balance as at the time of closure was written down and is included as a transfer.