

Kennet District Scout Council

Trustees Report and Accounts

Year ended 31 March 2017

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Kennet District Scout Council
Trustees' Annual Report
For the period 01/04/2016 to 31/03/2017

Reference and administration details

Charity Name	Kennet District Scout Council
Scout Association number	10207
Registered charity number	308095
Website	www.kennetdistrict.org.uk
Charity's principal address	c/o Mr RML Taylor FCCA 10 Wyndham Road Newbury Berkshire RG14 2NJ

Names of the charity trustees who manage the charity

Ex Officio		Nominated by the District Commissioner	
Mr PA Greenhalgh	Chair	Mrs R Fisher	ADC Beavers
Mrs AM Taylor	District Commissioner	Mrs M Osborne	ADC Cubs
Mr RML Taylor	Treasurer	Mr G O'Neill	ADC Cubs
FCCA			
Mr M Brind	District Explorer Scout Commissioner	Mr P Fisher	ADC Scouts
Mrs I Beckett	District Scout Network Commissioner	Mr L Parker	Scout Active Support Unit
Co-opted members			
Mrs D Wheatley	Appointments Secretary	Mr S Beckett	GSL 1 st Newbury
Mr A Askey			

Name and address of advisors

Bankers	
National Westminster Bank PLC	30 Market Place, Newbury Berks RG14 5AJ
Barclays Bank PLC	Hungerford Berks
Newbury Building Society	105B Northbrook St, Newbury Berks RG14 1AA
Independent Examiner	
Mrs G Higgs ACMA	Lynchpin Accounting, 14 Northcroft Lane, Newbury RG14 1BU

Structure, governance and management

The District's governance 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.

The District Scout Council 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.

The District is managed by the District Executive Committee, the members of which are the 'Charity Trustees' of the District Scout Council 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.

Structure, governance and management (continued)

The District Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointment and is responsible for:

The maintenance of District property;
The raising of funds and the administration of District Funds;
The insurance of persons, property and equipment;
District public occasions;
Assisting in the recruitment of leaders and other adult supporters;
Appointing any sub committees that may be required;
Appointing District Administrators and Advisors other than those who are elected.

Recruitment and appointment of Trustees

The Trustees are appointed by Kennet District Scout Council in accordance with Policy, Organisation and Rules of The Scout Association.

Risk and Internal Control

The District Executive Committee has identified the major risks to which they believe the district is exposed, these have been reviewed and systems established to militate against them. The main areas that have been identified are:

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.

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 group as a whole then there has to be a contraction, consolidation or closure of a section or Group/Unit.

Objectives and activities

The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potential, as individuals, as responsible citizens and as members of their national and international communities. The method of achieving the Aims of the Association is by providing and enjoyable and attractive scheme of progressive training, based upon the Scout Promise and Law and as guided by adult leadership as follows:-

Learning by doing

Participating in varied and progressive activities

Without the support of all the volunteers involved in Scouting in many different ways and at many different levels, we would not be able to offer the variety of activities that we currently do.

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.

Achievements and performance

The high light of the year was, for the Cubs, the Centenary Camp that was held in May. The glorious weather added to the varied activities that were offered. Later in the year the Cubs renewed their promises at an event hosted by Vodafone to round off a year of celebration.

The various District competitions that were held during the year were enjoyed by both the young people and the adults who were involved in the planning and delivery of Football, Archery and the Alamo events. We hope that in the coming years more of our young people will be encouraged by their Groups to participate.

Achievements and performance (continued)

The fledgling Scout Network section is now fully established and available to the over 18 year members of the movement. There are many calls on member's time whether going to University or starting a career. The Scout Network remains an important part of the opportunities offered by the District.

The Mini Bus arrived and is proving a useful asset for use within the District.

Work on the maintenance and enhancement of Angel's Corner continued through the year. A group of interested members have taken responsibility for the work on site. They would welcome any members of the District, including parents, who would like to become involved. The site has been used increasingly this year by many young people from both within the District and by neighbouring Districts as well as youth organisations outside of Scouting. This demonstrates the great value of this asset.

We have owned the site for a second full year and under the terms of the agreement the notional indebtedness we would have to the Benefactor should we not meet the condition of the loan has been reduced by a further £ 2,500.

We have received a donation from Mrs Milsom of £ 500 from the Scout and Guide shop for which the District is very grateful.

It is no coincidence that every year the Trustees state that the Scouting experiences that our young people benefit from would be not available if it were not for the energy, effort and enthusiasm week in week out shown by the Leaders, Assistant Leaders, Section Assistants, Adult Helpers and Parents who give so much of their time to ensure the delivery of Scouting in the Kennet District. It is one of the truths of Scouting without it nothing would be available to our young people.

The District Executive would like to say a big thank you to everyone who has been involved during the year on behalf all our young people.

Reserve Policy

The Districts' 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 of some £ 6,000 to meet annual needs and residual reserves should be used as appropriate. In addition it is intended that reserves should be built up to help Groups in the District with exceptional expenses and assist individual member's taking part in International Activities.

The District held uncommitted reserves not including the Explorers' funds of £ 8,470 at the year end.

Investment Policy

The District's net Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in long-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 main stream banks or building societies or The Scout Associations Short Terms Investment Service.

Future plans

The Trustees plan to continue to support the development of the delivery of Scouting throughout the District to the benefit of all the current and future members of the Scouting Movement.

Independent Examiner

For a number of years Kevin Tubby has acted as the Independent Examiner of the account of the Kennet District Scout Council. Kevin retired in April. We thank him for his work on our behalf and wish him a long and happy retirement. Mrs Ginette Higgs ACMA agreed to fill the casual vacancy until the AGM and to act as the Independent Examiner for 2017.

Kennet District Scout Council
Trustees' Annual Report
For the period 01/04/2016 to 31/03/2017

Declaration

The Trustees declare that they have approved the Trustees Report above.

Signed on behalf of the charity's trustees

Full name:

Pete Greenhalgh *EA Green*

Position: Chair

Date: 7TH June 2017

Kennet District Scout Council Receipts and Payments Account

	Year start date	Year end date
For the year from	1st April 2016	31st March 2017

Receipts and payments

		2016/17		2015/16
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	37,662	-	37,662	36,252
Less: Membership subscriptions paid on (National/County/Area/District)	- 27,675	-	- 27,675	- 26,960
Net membership subscriptions retained	9,987	-	9,987	9,292
Subscription - Explorers	6,817		6,817	
Subscription - Greenham	160		160	716
Donations	100		100	20
Legacies	-	-	-	-
Gift Aid		-	-	5,757
Share of Scout Shop Profit	500		500	500
Other income Angels Corner	1,220	-	1,220	844
Sub total	18,784	-	18,784	17,129
Youth Programme and activities				
Activities - Camp	18,962	-	18,962	19,385
Activities - Others	1,194	-	1,194	3,134
Sub total	20,156	-	20,156	22,519
Fundraising (gross)				
Explorer fundraising	950	-	950	-
Clothing and other income	425	-	425	1,821
Loan	-	-	-	-
Sub total	1,375	-	1,375	1,821
Investment income				
Building Society interest		-	-	16
The Scout Association Short Term Investment Service	-	-	-	-
Sub total	-	-	-	16
Total Gross Income	40,315	-	40,315	41,485
Asset and investment sales, etc.	-	-	-	-
Total receipts	40,315	-	40,315	41,485

Kennet District Scout Council Receipts and Payments Account

	<small>Year start date</small>	<small>Year end date</small>
For the year from	1st April 2016	31st March 2017

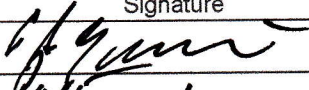
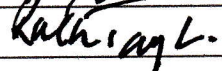
Receipts and payments

		2016/17		2015/16
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Payments				
Charitable Payments				
Youth programme and activities - Camps	5,351	-	5,351	347
Youth programme and activities - Others	23,703	-	23,703	29,018
Purchase of badges, uniform, books and training	1,771	-	1,771	929
Insurance	665	-	665	662
Admininstration expenses	224	-	224	26
AGM & Trustees expenses		-	-	36
Independent Examiners Fees	144	-	144	144
Mini Bus expenses	974		974	
Sundries	1,031	-	1,031	257
Angels Corner	59	-	59	993
Rent	750		750	
Sub total	34,672	-	34,672	32,412
Donations and Grants				
Donantions	-	-	-	3,050
Sub total	-	-	-	3,050
Total Gross Expenditure	34,672	-	34,672	35,462
Asset and investment purchases, etc.	1,369	-	1,369	3,126
Total payments	36,041	-	36,041	38,588
Net of receipts/(payments)	4,274	-	4,274	2,897
Transfers between funds	-	-	-	-
Cash funds last year end	19,963	-	19,963	17,066
Cash funds this year end	24,237	-	24,237	19,963

Statement of assets and liabilities at the end of the year

	31st March 2017			31st March 2016
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Cash funds				
Bank current account - KDSC	21,596	-	21,596	13,592
Bank current account - KDE	2,469	-	2,469	6,199
Building society account	122	-	122	122
Cash/Floats	50	-	50	50
Total cash funds	24,237	-	24,237	19,963
Other monetary assets				
Tax claim	3,159	-	3,159	122
Subscriptions due		-	-	1,229
Insurance claim	-	-	-	-
Sub total	3,159	-	3,159	1,351
Non monetary assets for charity's own use				
Land & Buildings	30,000	-	30,000	30,000
Scouting equipment, furniture etc	16,420	-	16,420	16,420
Sub total	46,420	-	46,420	46,420
Liabilities				
Greenham Scouts funds	160	-	160	
Expenses incurred but not paid	9,662	-	9,662	4,960
Loan - Angels Corner 10 year loan	-	20,000	20,000	22,500
Sub total	9,822	20,000	29,822	27,460

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 7th June 2017 and signed on their behalf by

Signature	Print Name
	P A Greenhalgh Chair
	R M L Taylor District Treasurer

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

I report on the accounts of the District 31st March 2017 which comprise the Statement of Financial Activities, the Balance Sheet and related notes set out on pages 1-8.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as 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 matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act ;and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Ginette Higgs ACMA

Chartered Institute of Management Accountants

14 Northcroft Lane

Newbury

Berkshire

RG14 1BU

7th June 2017