

	<b>Trustees' Annual Report for the period</b>							
		Period start date				Period end date		
		Day	Month	Year		Day	Month	Year
	<b>From</b>	1st	APRIL	2018	<b>To</b>	31st	MARCH	2019

## Reference and administration details

<b>Charity name</b>		Chesterfield & District Scout Council		
<b>Other names charity is known by</b>		Chesterfield Scouts		
<b>Registered Charity Number</b>		520651		
<b>Charity's principal address</b>		4 Newhall Road		
		Brampton		
		CHESTERFIELD		
		Derbyshire		
		<b>Postcode</b>	S40 1HE	
<b>Names of the charity trustees who manage the charity</b>				
	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ben Widdowson	Ex Officio (District Commissioner)		
2	John D Queening	Ex Officio (District Chairman)		
3	Susan M Robb	Ex Officio (District Secretary)		
4	Martyn Brailsford	Ex Officio (District Treasurer)	Until December 2018	
5	Simon Temperton	Ex Officio (DDC – Development)		
6	Denise Booth	Ex Officio (DDC – People)		
7	Michael Wilkinson	Ex Officio (DDC – Programme)		
8	Emily Fox	Ex Officio (DYC)		
9	Ashley Lawrence	Ex Officio (DESC)		
10	Mark Edwards	Ex Officio (DSNC)		
11	Brian Commons	Elected member		District Scout Council
12	Martin D Platts	Elected member		District Scout Council
13	Steve Inskip	Elected member		District Scout Council
14	Keith Groatorex	Elected member		District Scout Council
15	Paul Mellors	Elected member		District Scout Council

16	Allan Stockton	Nominated member		DC nomination
17	Alan Wright	Nominated member		DC nomination
18	Helen Crampton	Nominated member		DC nomination
19	Ryan Cowell	Nominated member		DC nomination
20	Richard Downes	Nominated member	Until December 2018	DC nomination
21	Glyn Jones	Co-opted member (Campsite)		District Executive Committee
22	Chris Lugg	Co-opted member (Scout shop)		District Executive Committee
<b>Names of the trustees for the charity, if any, (for example, any custodian trustees)</b>				
	<b>Name</b>		<b>Dates acted if not for whole year</b>	
	***Not Applicable***		***Not Applicable***	

#### Names and addresses of advisers (Optional information)

Type of advisor	Name	Address
***Not Applicable***	***Not Applicable***	***Not Applicable***

#### Name of chief executive or names of senior staff members (Optional information)

--

## 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
Trustee selection methods	The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association

## Additional governance issues (Optional information)

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 Commissioner and other elected, nominated and co-opted members and meet once a quarter.

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;
- \*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 raising of funds and the administration of District finance;
- \*The insurance of persons, property and equipment;
- \*District public occasions;

### **Risk and Internal Control**

The District Executive Committee has identified the major risks to which they believe the Group 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:

**Reduction or loss of members.** The District provides support and oversight for The District youth programme. If there was a reduction in membership in a particular Group or the Unit as whole then there would have to be a contraction, consolidation or closure of a Group or Unit. In the worst case scenario the complete closure of the District.

**Damage to the building, property and equipment.** The District Built assets consist of camping grounds and District headquarters. These are rented to Scout units and third parties. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss or accidental damage. All engineering assets held by the District are subject to periodic statutory compliance checks as prescribed by legislation.

**Injury to leaders, helpers, supporters and members.** The District through membership fees contributes to the Scout Associations national accident insurance policy. Risk Assessments are undertaken before all activities and comprehensive training and permit system operated for volunteers.

**Reduced income from fund raising.** The District is primarily reliant upon income from subscriptions and fundraising. The group 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.

<p><b>Reduction or loss of leaders.</b> 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 group as a whole then there would have to be a contraction, consolidation or closure of a Group or Unit. In the worst case scenario the complete closure of the District.</p> <p>Loss of data. The district operates strict codes of practice relating to data and this is supported by comprehensive volunteer training.</p>
---

## Objectives and activities

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

<p>The objectives of the District are as a unit of The Scout Association.</p>
---

**Summary of the main activities in relation to these objects**

<p>The Aim of The Scout Association is to promote the development of young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local national and international communities. The method of achieving the Aim of the Association is by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.</p>
--

**Additional details of objectives and activities (Optional information)**

--

## Achievements and performance

**Summary of the main achievements of the charity during the year**

<p>The main achievements of the District are summarised in the Scouters reports contained further in this document.</p> <ul style="list-style-type: none"> <li>• District Commissioners report</li> <li>• District Chair's report</li> <li>• Assistant District Commissioners [Section] reports</li> </ul>
--

## Financial review

**Brief statement of the charity's policy on reserves**

<p><b>Reserves Policy</b></p> <p>The District policy on reserves is to hold sufficient resources to continue the charitable activities of the group 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, circa £54k.</p> <p>The District held reserves of approximately £27K against this at year-end. This is above the level required for operating expenses. These funds are designated in the District accounts to progress the work of the District Development Sub-Committee whose remit it is to review the assets of the District and use them for maximum benefit to the Districts members. The Development Action Plan suggests that substantial capital investment is required in the District Campsite to maintain it being fit for purpose into the future and allow future expansion of the site to extend opportunities further.</p> <p>The District Executive also considers that a healthy reserve is required to mitigate risks of operating a large campsite and district headquarters where unexpected urgent capital spends is required to overcome breakdowns, or when write down of stocks in the District Scout Shop are required.</p> <p>A healthy reserve would also mitigate risks from contingencies that may arise over the course of the year.</p> <p>Compliance with the Reserves Policy will be formally undertaken annually with the preparation of the Charities annual report.</p>
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Details of any funds materially in deficit

\*\*\**Not Applicable*\*\*\*

**Further financial review details (Optional information)**

**Investment Policy**

The District Income and Expenditure is modest 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.

The District Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group 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.

**Other optional information**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg secretary, chair, etc)

Date

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# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **REPORT AND ACCOUNTS YEAR ENDED 31 MARCH 2019**

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<b>TRUSTEES REPORT</b>	<b>2</b>
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<b>RECEIPTS AND PAYMENTS ACCOUNTS</b>	<b>5/7</b>
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# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **REPORT AND ACCOUNTS YEAR ENDED 31 MARCH 2019**

### **TRUSTEES :**

**DISTRICT COMMISSIONER  
CHAIRMAN  
SECRETARY  
TREASURER**

#### **Name**

**Mr B WIDDOWSON  
MR J D QUEENING  
MS S M ROBB  
MR M HOWE**

**NOMINATED TRUSTEE  
NOMINATED TRUSTEE  
NOMINATED TRUSTEE**

**MRS H C CRAMPTON  
MR B COMMONS  
MRS C LUGG**

### **BANKERS :**

**HSBC  
MARKET PLACE  
CHESTERFIELD**

### **OTHER ADVISERS**

**T G LEEMAN  
ACCOUNTS AND INDEPENDENT EXAMINER  
MITCHELLS, CHARTERED ACCOUNTANTS  
93/97 SALTERGATE, CHESTERFIELD, S40 1LA**

**District Registration Number with The Scout Association 11306  
Charity Registration Number 520651**

**THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2019**

**MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR**

**The current year 2018/2019 accounts have been drawn up in accordance with the Scout Association's New Policy - Organisation & Rules for financial returns and Charity Commissioners rulings from April 1<sup>st</sup> 1996.**

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

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

**The accounts have been drawn up on the receipts and payments basis which is consistent with the previous year.**

**Approved by the trustees on ..... and signed on their behalf by**

---

**M Howe**



## **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

I report on the accounts of the District for the year ended 31 March 2019 which are set out on pages 4 to 8.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down under the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

#### **Basis of independent examiner's statement**

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 charity 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, the following matter has come to my attention:

1. At the previous year end date of 31 March 2018 the balance sheet included a bank balance of £518.24 held in an account on behalf of the Inet branch. We have not been able to obtain any evidence as to whether this balance still exists. The Treasurer, in the absence of being able to obtain any proof or evidence relating to the balance, has written the balance off to the activities expense code. We are unable to report as to whether this treatment is correct.

Apart from the above no other matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep proper accounting records in accordance with Section 130 of the 2011 Act and
  - to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Acthave 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,

**Name :** T G Leeman (Partner in Mitchells)  
**Qualification :** Chartered Accountant  
**Address :** 91/97 Saltergate  
Chesterfield  
S40 1LA

**Signed**.....

**T G Leeman**

# THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL

## Receipts for the year ended 31 March 2019

	<b>This year Total £</b>	<b>Previous Year Total £</b>
<b>MEMBERSHIP SUBSCRIPTIONS</b>	<u>6460</u>	<u>4869</u>
<b>INVESTMENT INCOME RECEIVED</b>		
Bank interest	21	7
Building Society interest	<u>27</u>	<u>29</u>
	<u>48</u>	<u>36</u>
<b>DONATIONS</b>	<u>1050</u>	<u>265</u>
<b>GRANTS</b>		
Youth United Foundation	0	0
Derbyshire County Scout Council	0	0
Derbyshire County Council	0	0
The Scout Association	0	0
	<u>0</u>	<u>0</u>
<b>ACTIVITIES</b>		
Fellowship	731	1094
Beavers/Cubs/Scouts/Explorers	15848	6889
Jamboree 2020	8406	15203
iVoice	0	0
40 <sup>th</sup> Chesterfield	0	95
Ashgate Croft	0	69
	<u>24985</u>	<u>23350</u>
<b>FUND RAISING (gross)</b>		
Spitewinter Camp Fees	10202	8169
District Shop	<u>14935</u>	<u>18002</u>
	<u>25137</u>	<u>26171</u>
Sundry Receipts	<u>0</u>	<u>2907</u>
<b>TOTAL RECEIPTS FOR YEAR</b>	<u><u>£57680</u></u>	<u><u>£57598</u></u>

# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **Payments for the year ended 31 March 2019**

	<b>This year Total £</b>	<b>Previous Year Total £</b>
<b>PREMISES</b>		
Rates/Water	1922	594
Light and Heat	4636	3609
Insurance	3006	2994
Repairs and Renewals	90	1002
	<hr/> 9654	<hr/> 8199
<b>DONATIONS/GRANTS</b>	<hr/> 51	<hr/> 875
<b>ACTIVITIES</b>		
Fellowship	455	1044
Beavers/Cubs/Scouts/Explorers	10948	9392
Jamboree 2020	14960	6720
iVoice	0	0
40 <sup>th</sup> Chesterfield	449	2258
Ashgate Croft School	0	487
	<hr/> 26812	<hr/> 19901
<b>FUND RAISING EXPENSES</b>		
Spitewinter Camp	6114	8975
District Shop	11293	13778
	<hr/> 17407	<hr/> 22753
<b>ADMIN AND SUNDRY EXPENSES</b>	<hr/> 2461	<hr/> 830
<b>TRUSTEES EXPENSES</b>		
District Team	<hr/> 1216	<hr/> 371
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<hr/> <hr/> £57601	<hr/> <hr/> £52929

# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **Receipts & Payments Account Summary for the year ended 31 March 2019**

	<b>This year Total £</b>	<b>Previous Year Total £</b>
Total receipts for the year	57680	57598
Total payments for the year	<u>57601</u>	<u>52929</u>
Net receipts	<u>79</u>	<u>4669</u>
	79	4669
Cash, bank and similar funds brought forward	<u>80538</u>	<u>75869</u>
Cash, bank and similar funds carried forward	<u>£80617</u>	<u>£80538</u>

The above account and accompanying statement(s) of assets and liabilities were approved by the Trustees on ..... and signed on their behalf by

\_\_\_\_\_  
M Howe

# THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL

## Statement of Assets & Liabilities at 31 March 2019

	This year Total £	Previous Year Total £
<b>MONETARY ASSETS</b>		
<b>Cash, bank and similar funds</b>		
Bank Current Account	49233	49190
Building Society Account	27239	27212
Cash in hand	945	549
	<hr/> 77417	<hr/> 76951
 <b>OTHER MONETARY ASSETS</b>		
Debts due to District	0	387
 <b>NON-MONETARY ASSETS</b>		
<u>Property at Insurance Values</u>		
Land and Buildings, Marsden Place	115000	115000
Land and Buildings, Spitewinter	200000	200000
Improvements	59372	56172
Additions in year	0	3200
 <u>Assets for Charity's own use</u>		
District shop stock	9579	8972
 <b>LIABILITIES</b>		
Due within one year	-	-
Due after one year	-	-
	<hr/> £461368	<hr/> £460682

## **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

### **ACCOUNTING POLICIES**

- (a). Basis of accounting.  
These accounts are prepared under the historical cost convention.
- (b). No provision for depreciation has been made as the cost of capital purchases have always been written off in the year of purchase.
- (c). Stocks have been valued at cost.

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# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **REPORT AND ACCOUNTS YEAR ENDED 31 MARCH 2019**

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# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **REPORT AND ACCOUNTS YEAR ENDED 31 MARCH 2019**

### **TRUSTEES :**

**DISTRICT COMMISSIONER  
CHAIRMAN  
SECRETARY  
TREASURER**

#### **Name**

**Mr B WIDDOWSON  
MR J D QUEENING  
MS S M ROBB  
MR M HOWE**

**NOMINATED TRUSTEE  
NOMINATED TRUSTEE  
NOMINATED TRUSTEE**

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MRS C LUGG**

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MARKET PLACE  
CHESTERFIELD**

### **OTHER ADVISERS**

**T G LEEMAN  
ACCOUNTS AND INDEPENDENT EXAMINER  
MITCHELLS, CHARTERED ACCOUNTANTS  
93/97 SALTERGATE, CHESTERFIELD, S40 1LA**

**District Registration Number with The Scout Association 11306  
Charity Registration Number 520651**

**THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2019**

**MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR**

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**Approved by the trustees on ..... and signed on their behalf by**

---

**M Howe**

## **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

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**Name :** T G Leeman (Partner in Mitchells)  
**Qualification :** Chartered Accountant  
**Address :** 91/97 Saltergate  
Chesterfield  
S40 1LA

**Signed**.....

**T G Leeman**

# THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL

## Receipts for the year ended 31 March 2019

	<b>This year Total £</b>	<b>Previous Year Total £</b>
<b>MEMBERSHIP SUBSCRIPTIONS</b>	<u>6460</u>	<u>4869</u>
<b>INVESTMENT INCOME RECEIVED</b>		
Bank interest	21	7
Building Society interest	<u>27</u>	<u>29</u>
	<u>48</u>	<u>36</u>
<b>DONATIONS</b>	<u>1050</u>	<u>265</u>
<b>GRANTS</b>		
Youth United Foundation	0	0
Derbyshire County Scout Council	0	0
Derbyshire County Council	0	0
The Scout Association	0	0
	<u>0</u>	<u>0</u>
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Fellowship	731	1094
Beavers/Cubs/Scouts/Explorers	15848	6889
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40 <sup>th</sup> Chesterfield	0	95
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# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **Payments for the year ended 31 March 2019**

	<b>This year Total £</b>	<b>Previous Year Total £</b>
<b>PREMISES</b>		
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Light and Heat	4636	3609
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	<hr/> 9654	<hr/> 8199
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iVoice	0	0
40 <sup>th</sup> Chesterfield	449	2258
Ashgate Croft School	0	487
	<hr/> 26812	<hr/> 19901
<b>FUND RAISING EXPENSES</b>		
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District Shop	11293	13778
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<b>ADMIN AND SUNDRY EXPENSES</b>	<hr/> 2461	<hr/> 830
<b>TRUSTEES EXPENSES</b>		
District Team	<hr/> 1216	<hr/> 371
<b>TOTAL PAYMENTS FOR THE YEAR</b>	<hr/> £57601	<hr/> £52929

# **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

## **Receipts & Payments Account Summary for the year ended 31 March 2019**

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M Howe

# THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL

## Statement of Assets & Liabilities at 31 March 2019

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Land and Buildings, Spitewinter	200000	200000
Improvements	59372	56172
Additions in year	0	3200
 <u>Assets for Charity's own use</u>		
District shop stock	9579	8972
 <b>LIABILITIES</b>		
Due within one year	-	-
Due after one year	-	-
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## **THE CHESTERFIELD AND DISTRICT SCOUT COUNCIL**

### **ACCOUNTING POLICIES**

- (a). Basis of accounting.  
These accounts are prepared under the historical cost convention.
- (b). No provision for depreciation has been made as the cost of capital purchases have always been written off in the year of purchase.
- (c). Stocks have been valued at cost.