

**MALLING DISTRICT SCOUT COUNCIL**

**REPORT AND ACCOUNTS**

**YEAR ENDED 31 MARCH 2019**

**CHARITY REG. NO. 308139**

**MALLING DISTRICT SCOUT COUNCIL**

**YEAR ENDED 31 MARCH 2019**

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**MALLING DISTRICT SCOUT COUNCIL**  
**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2019**

**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
Mark Stamford	Deputy District Commissioner
Adam Ray	District Youth Commissioner (appointed 9th January 2019)
Karen Carmillet	Secretary
David Silvester	Treasurer
Pam Ayrton	Local Training Manager (until 10th December 2018)
Tim Brown	District Skills Adviser (until 15th March 2019)
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 2019**

#### **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 2019**

##### **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

Signature

Full Name

Full Name

Position

Position

Date

# Malling District Scout Council

## Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-18	To	31-Mar-19
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### Receipts and payments

	2018/19				2017/18	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £	Total funds £	Total funds £	
Receipts						
Donations, legacies and similar income						
Membership subscriptions	39,001	-	-	39,001	52,777	
Less: Membership subscriptions paid on (National/County/Area/District)	40,888	-	-	40,888	38,289	
Net membership subscriptions retained	- 1,887	-	-	- 1,887	14,489	
Donations	-	5,800	-	5,800	1,710	
Legacies	-	-	-	-	-	
Gift Aid	1,351	1,641	-	2,993	2,194	
Other similar income	1,182	-	-	1,182	565	4(b)
Sub total	646	7,441	-	8,087	18,957	
Grants						
Maintenenace grant	-	-	-	-	-	
Other grants	-	-	-	-	-	
Sub total	-	-	-	-	-	
Fundraising and other income(gross)						
Explorers	17,193	-	-	17,193	20,145	
Scouts	-	-	-	-	-	
Cubs	5,080	-	-	5,080	7,119	
Beavers	-	-	-	-	1,889	
Quest	-	6,750	-	6,750	0	
Badge receipts	4,668	-	-	4,668	4,638	
Shop receipts	-	-	-	-	1,751	
UK and International Events (World Jamboree, KIJ etc.)	-	62,419	-	62,419	53,257	
Campsite fees	6,056	-	-	6,056	4,553	
Other fund raising	2,765	9,890	-	12,655	15,795	
Sub total	35,761	79,058	-	114,820	109,146	
Investment income						
Bank interest	-	-	-	-	-	
Building Society interest	-	-	-	-	-	
The Scout Association Short Term Investment Service	188	-	-	188	196	
Other investment income	-	-	-	-	-	
Sub total	188	-	-	188	196	
Total Gross Income	36,595	86,500	-	123,095	128,300	
VAT recovery	-	-	-	-	-	
Total receipts	36,595	86,500	-	123,095	128,300	

# Malling District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-18	To	31-Mar-19
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## Receipts and payments

	2018/19				2017/18	
	Unrestricted funds £	Designated Funds £	Restricted Funds £	Total funds £	Total funds £	Note
<b>Payments</b>						
<b>Charitable Payments</b>						
Youth programme and activities - Explorers	14,803	-	-	14,803	24,446	
Youth programme and activities - Scouts	22	-	-	22	96	
Youth programme and activities - Cubs	5,291	-	-	5,291	5,914	
Youth programme and activities - Beavers	248	-	-	248	2,641	
Youth programme and activities - District/Growth	3,364	-	-	3,364	-	
UK and International Events (World Jamboree, KIJ, Quest etc.)	-	68,351	-	68,351	53,380	
Adult support and training	-	-	-	-	239	
<b>Campsite Maintenance</b>						
Campsite maintenance	5,134	4,376	-	9,510	5,037	
Utilities (Electricity, Sewerage, Water)	-	-	-	-	576	
Repairs and renewals	-	3,780	-	3,780	5,371	
<b>Administration</b>						
Adminstration	391	-	-	391	993	
AGM and trustee expenses	934	-	-	934	544	
Gift Aid (disbursement to Explorer Units)		909	-	909	1,459	
Insurance	1,133	-	-	1,133	1,099	
Meetings (Hall hire etc.)	-	-	-	-	-	
<b>Sub total</b>	<b>31,319</b>	<b>77,415</b>	<b>-</b>	<b>108,734</b>	<b>101,794</b>	
<b>Fundraising and other expenses</b>						
Badge purchases	4,060	-	-	4,060	4,245	
Shop stock purchases	-	-	-	-	1,728	
Duke of Edinburgh Scheme Support	386	-	-	386	310	
Other fundraising costs	-	16,274	-	16,274	4,029	
<b>Sub total</b>	<b>4,446</b>	<b>16,274</b>	<b>-</b>	<b>20,721</b>	<b>10,313</b>	
<b>Total Gross Expenditure</b>	<b>35,765</b>	<b>93,689</b>	<b>-</b>	<b>129,455</b>	<b>112,106</b>	
<b>Asset and investment purchases, etc.</b>	-	-	-	-	-	
<b>Total payments</b>	<b>35,765</b>	<b>93,689</b>	<b>-</b>	<b>129,455</b>	<b>112,106</b>	
<b>Net of receipts/(payments)</b>	<b>830</b>	<b>- 7,190</b>	<b>-</b>	<b>- 6,360</b>	<b>16,194</b>	
<b>Transfers between funds</b>	<b>- 1,082</b>	<b>-</b>	<b>-</b>	<b>- 1,082</b>	<b>- 5,913</b>	
<b>Cash funds - last year end</b>	<b>97,636</b>	<b>23,673</b>	<b>-</b>	<b>121,309</b>	<b>111,029</b>	
<b>Cash funds this year end</b>	<b>97,383</b>	<b>16,484</b>	<b>-</b>	<b>113,867</b>	<b>121,309</b>	

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# Malling District Scout Council Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-18	To	31-Mar-19
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## Statement of assets and liabilities at the end of the year

	31st March 2019				31st March 2018	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £	Total funds £	Total funds £	
<b>Cash funds</b>						
Bank current accounts	97,383	16,484	-	113,867	121,309	3,5,9
Bank deposit account	-	-	-	-	-	
Building society account	-	-	-	-	-	
The Scout Association Short Term Investment Service	10,450	27,300	-	37,750	37,750	
<b>Total cash funds</b>	107,833	43,784	-	151,617	159,059	
<b>Other monetary assets</b>						
Tax claim	-	-	-	-	-	
Debts due from District Groups	-	-	-	-	-	
Insurance claim	-	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-	
<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	1,727	-	-	1,727	2,706	1(c)
Shop stock	764	-	-	764	764	1(c),9
Buildings	83,833	-	-	83,833	86,365	6
Scouting equipment, furniture etc	-	-	-	-	-	
Campsite	19,000	-	-	19,000	19,000	2
<b>Sub total</b>	105,323	-	-	105,323	108,834	
<b>Liabilities</b>						
Accounts not yet paid	-	-	-	-	-	
Expenses incurred but not invoiced	-	-	-	-	-	
2019 Capitation not yet paid	4,465	-	-	4,465	40,888	7
Loan - Campsite Development	-	8,000	-	8,000	18,000	8
Other liabilities	-	428	-	428	-	Gift Aid payment
<b>Sub total</b>	4,465	8,428	-	12,893	58,888	

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 2019**

##### **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 and Shop Stock**

Badge and Shop 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 The Scout Association 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 (Virginia)

##### **3. Transfers**

Two transfers were made during the year:

A transfer of £1,082.11 from Malling District Campsite to Malling District of Kent Scout Association ("District Account") to reimburse the District Account for payment of the annual insurance premium due for the Campsite.

# MALLING DISTRICT SCOUT COUNCIL

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2019

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

	31/03/19	31/03/18	
General Funds	£	£	
Scout Association Short Term Investment Service	37,750	37,750	
Current Account MDSC	90,910	100,971	
Current Account - Youth Sections	20,918	18,138	
Current Account - Camp account	1,576	1,737	
Current Account - Shop account	-	463	9
	<u>113,404</u>	<u>121,309</u>	

#### 6. Tangible Fixed Assets

	Campsite Building £	Equipment £
COST		
Brought forward	86,365	-
Additions	-	-
	<u>86,365</u>	<u>-</u>
Carried forward		
DEPRECIATION		
Brought forward	-	-
Charge for the year	2,532	-
	<u>2,532</u>	<u>-</u>
Carried forward		
NET BOOK VALUE		
Carried forward	<u>83,833</u>	<u>-</u>

#### 7. 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 liability.

#### 8. 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 2020. One loan was repaid during the year.

#### 9. District Shop

During the year, the District Shop was closed. The account balance as at the time of closure is included in the Bank current account within the Statement of Assets.

**Malling District Scout Council**  
**Annual General Meeting**

**Saturday 28th September 2019 at 6.00pm, held at**  
**The Malling School, Beech Road, East Malling**

1. **Welcome** – Denis Spiller (District Chairman) welcomed everyone to the meeting, and thanked Trudy Dean, Tonbridge and Malling Deputy Mayor Cllr Roger Roud, and Deputy Mayoress Mrs Pam Roud, County Scouts representatives Neil Geering (Deputy County Commissioner) for attending the evening.
2. **Minutes of 2019 Annual General Meeting** – Noted as a true record
3. **Matters Arising** – None
4. **District Chair's Report** – Denis Spiller read his report out.
5. **District Commissioner's Report** – Craig Worcester read his report out.
6. **District Treasurer's Report** - David Silvester presented the financial position, no questions were asked. The Accounts are to be examined and then published. Denis Spiller thanked David for his work and support over the year. Derek Carpenter approved the accounts, and Gary Mills seconded them.
7. **Appointment of the Independent Examiner** – Denis Spiller re-appointed Daisy O'Hagen, and David Marsh seconded her.
8. **District Commissioner's Nomination for Chair of the District Executive Committee**  
David Silvester was proposed as Treasurer by Craig Worcester, and seconded by Denis Spiller.
9. **Receive District Commissioner's Nominations to the District Executive Committee**  
Craig Worcester DC proposed Mark Stamford as Deputy District Commissioner.
10. **Election of District Treasurer** - David Silvester was proposed as Treasurer by Denis Spiller, and seconded by Ken Sharp.
11. **Election of District Secretary** – Denis Spiller proposed Karen Carmillet, and seconded by John Morgan.
12. **Election of members of the District Executive Committee** – Craig Worcester DC proposed Ken Sharp (Chair of the Campsite Sub Committee, Derek Carpenter (Chair of Fundraising Committee), Graham Pover and Gary Mills, and seconded by Paul Gladwell

**13. County Representative's Comments** – Neil Geering said that there are 23 Districts in the County, and that we are a fantastic District. He wanted to thank all volunteers, non-scouters, and Committee members for their support, giving young persons life skills, and a positive outlook.

A new logo has been introduced, 2023 Vision and strategy delivering Skills for Life, linking the way forward for the next 5 years. County is providing First Aid training for mental health, and training will be rolled out for international experiences.

Neil said to bring in more parent volunteers, as it's fun for leaders too. They can earn the Scout Mate badge by doing the 4-week challenge, come along for 4 weeks to see what's going on, and at the end of the 4 weeks they can either stay or go, and get a badge and certificate.

Neil went on to thank both the District and Group Exec's and all persons behind the scenes, please thank them from County. Thank you to Craig, it's a challenge with a massive District, he has done a fantastic job.

**14. Presentations of Service Awards, Wood Badges or similar** – On behalf of County – Pegasus for the largest growth in District. The largest growth of young person's went to Trident and William Warriors. Overall growth of adults went to Mereworth & Kings Hill. And overall growth of young person's went to Aylesford. On behalf of County