

HARROGATE & NIDDERDALE DISTRICT SCOUT COUNCIL

Minutes of the AGM held on 10th June 2024 at Christ Church Centre, Harrogate

Welcome

Board of Trustees Chair, Jean Laight asked that we remember past members who had died in the previous year – Stuart McCahey and Jim Foakes.

She then welcomed the Mayors representative, Councilor Philip Broadbank; Vice President Jill Connors; Emma Parker, Project Manager for Just B; Leaders representing 9 Groups; Explorer Unit and Scout Active Support Units and friends.

Apologies for Absence

1st Scriven, June Graham, Maria Broadhurst, Karensa Welsby, Heather Saywell, Billy Fox, Joanne McBratney

7th Harrogate Pat Walsh, Sharon Burns

Scout Active Support Unit John & Helen Westmancoat, Alan Ross

Christ Church Darley Fiona Roberts, Francesca Coates, Simon Garnett-Spence

23rd Harrogate Sharon Bryant, Hannah Clarke

20th Harrogate Angela Jex, John Jackson

1st Knaresborough Laura Broadley

1st Marston Moor Jo Hardy

1st Pannal Carla Gonzalez

15th Harrogate Shane Delaney

Minutes of the last AGM held on 12th June 2023 were circulated prior to the meeting. These had previously been reviewed by the District Trustee Board and approved as a true record. Seconded by Petra Koristkova.

Governance Topics

The Chair read out various topics which were all seconded by Luke Harrison and approved by a show of hands.

- a. To adopt the model constitution from Policy, Organisation and Rules Chapter 5
- b. Our Charity's financial year is 1st April to 31st March
- c. Recommendation to appoint 10 Members to the Trustee Board – including 2 Ex Officio Roles (District Lead Volunteer and District Youth Lead)
- d. Agree the quorum for future meetings of the District Scout Council would be 15

Review of the previous year

District Lead Volunteer, Karsten Hartmann had produced a full Report which was circulated to the Meeting. Recent Census Data shows that membership is stabilising with currently 1094 YP and 335 Adult volunteers. The adult membership has increased since last year by 15.5%. Transformation is

ongoing and the Scout Association is aiming to introduce the new membership system by end of 2024

Karsten reported on the work which has gone on at Thornthwaite and at Scout HQ Omega Street for the benefit of the District. He thanked everyone for their support

Presentation of Accounts

The Chair reported that the District Trustee Board had approved the Annual Report and Statement of Accounts and has received the report from the Independent Examiner, Tim Jones. These had been circulated and the outgoing Treasurer, Tom Sadler, explained them.

One question was asked from the floor by Iain Shaw, GSL at 1st Scriven. He referred to Fundraising Events and felt that when a lot of work was put in why it only generated £45 profit.

Karsten Hartmann responded and explained that the funds raised (£3340) were distributed to the Groups which supported the Event. The profit of £45 listed in the district account was the amount Harrogate and Nidderdale district received.

Making Appointments

Jean Laight handed the chairmanship over to Karsten Hartmann. Karsten Hartmann explained the open selection process agreed by the Trustee Board.

Karsten Hartmann proposed Jean Laight as his nomination for District Chair and this was approved by a show of hands.

Karsten Hartmann then handed the chairmanship back over to Jean Laight (District Chair)

The recommendation to the District Scout Council is that Shane Delaney should be appointed as District Treasurer. This was approved by a show of hands.

The Chair also explained the open selection process agreed by the Trustee Board and recommended to the District Scout Council that the following should be appointed as members of the Trustee Board.

- James Porter
- Simon Rollinson
- Luke Harrison
- Jill Connors
- Imogen Sinclair
- Bryan Wilson

This was approved by a show of hands.

The Chair thanked the Trustees for their work during the year, and particularly those members who have stood down – Rachel Capstick, Tom Sadler and Claire Lowcock.

Appointment of the District President and Vice President

The Chair advised that traditionally the Mayor of Harrogate is President, and that Jill Connors is proposed by the Board as Vice President. These were approved by a show of hands.

Appointment of the Independent Examiner

Tim Jones has been proposed and seconded and is qualified for the role. Agreed by show of hands.

Presentation of Donation to a Local Charity

A donation of £180.00 which was collected at the St George's Day Parade was presented to "Just B". Emma Parker, Project Manager for Just B, received this and explained that Just "B" is a specialist support and emotional wellbeing service helping children, young people and adults across the communities of North Yorkshire. She thanked us and explained that this would be used for young people in particular.

Presentation of Awards

Karsten Hartmann presented the Awards

Wood Beads Tabbetha Atyeo, 3rd Harrogate Beavers
Chantell Langford, ESL for Young Leader Unit
Zoe Curtis, Upper Nidderdale Cubs
Andrew Turnbull, 10th Harrogate Scouts
Grace Roche, 15th Harrogate Cubs.

Long Service Award Iain Shaw, GSL at 1st Scriven. 15 years

Commissioner Commendation Award

Imogen Sinclair 3rd Harrogate Beavers
Alexander Hartmann 10th Harrogate Beavers
Luke Harrison 7th Harrogate Scouts
Ben Hughes 1st Pannal Scouts

Address from North Yorkshire Scouts representative

James Porter, County Youth Commissioner reported that County had been re-organised following the restructuring of Scouting and the various Teams were providing plenty of events for our young people to participate in and were embracing ... to provide welcome and make volunteering easier. On behalf of North Yorkshire Scouts, he thanked everyone in Harrogate and Nidderdale District.

Address from a representative of the Mayor of Harrogate

Councilor Phillip Broadbank said he had been a Cub Scout himself and thanked everyone for the work they were doing.

Closing Remarks

The next AGM will be held on **Monday 16th June 2025**

The Chair, Jean Laight, closed the AGM by thanking all for attending and said refreshments were being served.



HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL

Trustees' Annual Report 2024

For the period

From (start date)

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 to end date

3	1	0	3	2	4
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1. Section A: References and Administration details

Charity Name: Harrogate and Nidderdale District Scout Council

Registered Charity Number: 702344

HQ registration number: 10001796

Charity's principal address: Culross House
20 Omega Street
HG1 2BZ
Harrogate, North Yorkshire

Names of the charity trustees who manage the charity:

Ex-Officio Members	Office (if any)	Appointed	Resigned
Karsten Hartmann	District Lead Volunteer (District Commissioner)	01-Feb-22	
Russel Hirst	14 -24 Team Lead (District Explorer Scout Commissioner)	13-Jun-22	21-Nov-23
James Porter	14 -24 Team Lead (District Explorer Scout Commissioner)	08-Dec-23	
Joe Sarmiento	District Youth Lead (District Youth Commissioner)	13-Jun-22	17-Feb-24
Henry McBratney	District Youth Lead (District Youth Commissioner)	29-Jun-18	
Elected Members		Appointed	Resigned
Amelia Annear		13-Jun-22	10-Feb-24
John Noe		21-Jun-21	08-Sept-23
Claire Lowcock	District Secretary	18-Jul-22	

Joanna Kent	District Treasurer	25-Jun-22	22-Sept-23
Rachel Capstick		21-Jun-21	

Nominated Members		Appointed	Resigned
Peter Romanec		13-Jun-22	09-Feb-24
Dr Jean Laight	District Chair	13-Jun-22	
Jillian Connors		09-Jun-14	
Luke Harrison		12-Jun-23	
Bryan Wilson		16-May-17	

Co-opted Members		Appointed	Resigned
Tom Sadler	District Treasurer	09-Oct-23	

Name and addresses of advisers:

Independent Examiner: Tim P Jones, FCCA
TP Jones & Co LLP
 23 Victoria Avenue
 Harrogate
 HG1 5RD

2. Section B: Structure, Governance and Management

Description of the Charity's trusts:

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.

The charity is a trust, established under its rules that are common to all Scouts. The Trustees are appointed in accordance with the Policy Organisation & Rules (POR) of The Scout Association and in line with the District's Open Selection Process for Trustees Policy.

The Harrogate and Nidderdale District Scout Council has adopted the model Constitution as outlined in POR.

Additional governance issues:

The District is managed by the District Trustee Board, 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 as appropriate.

The District Board of Trustees exists to support the District Commissioner in meeting the responsibilities of their appointment. Trustees must act collectively as charity trustees of the Scout District, and in the best interests of its members to:

- Comply with the Policy, Organisation and Rules of The Scout Association.
- Protect and maintain any property and equipment owned by and/or used by the District.
- Manage the District finances.
- Provide insurance for people, property, and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally.
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-committees, including appointing a Chair to lead the sub-committees.
- Ensure that Young People are meaningfully involved in decision making at all levels within the District.
- The opening, closure and amalgamation of Groups, Explorer Scout Units, Scout Network and Scout Active Support Units in the District as necessary.
- The appointment process within the District
- Supervising the administration of Groups, particularly in relation to finance and the trusteeship of property.

Risk and Internal Control:

The District has systems of internal control in place that are designed to provide reasonable assurance against material mismanagement or loss. These include 2 signatories for all payments and insurance policies to ensure that insurable risks are covered.

3. Section C: Objectives and Activities

Summary of the objectives of the charity as set out in its governing document:

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

We act with care, respect, integrity, and cooperation, exploring our own and others' beliefs. 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 |

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
- make and live by their Promise.

The main activities of the Scout District are:

- Developing Scouting in the District.
- Supporting the Scout Groups and Explorer Scout Units in the District.
- Operating a Scout Shop and District Headquarters
- Providing adult training and activity training
- Operating Scout Campsite
- Providing events to support the youth programme

Public Benefit Statement

The Harrogate and Nidderdale District meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

4. Section D: District Lead Volunteer Report – Achievements and Performance

Dear all,

I am pleased to present an update on our accomplishments within the Harrogate and Nidderdale District over the past year, as well as the current focal points of the District Leadership Team.

In March 2022, we launched our District Strategy and Development Plan, which dovetails with county-level initiatives and the Scout Association's #SkillsForLife Strategy. This plan serves as a living document, guiding our progress and ensuring alignment with our long-term objectives.

Over the past twelve months, we've redoubled our efforts to provide comprehensive support and development opportunities for our Adult Volunteers, with a special emphasis on adventurous activities and the orchestration of District-wide events. The Young Leaders Leadership Team is now fully embedded and is providing training monthly to the approx. 50 Young Leaders within our District. A notable achievement is that many Young Leaders have now completed their training and earned their Young Leaders Belt.

The Programme Team has become indispensable as part of the District Team, offering activity training to Adult Volunteers and aiding Scout Groups with adventurous activities, in addition to managing District events. Consequently, we've increased the number of qualified permit holders, enabling us to support more High Rope activities, Archery, and Tomahawk Throwing Sessions.

We've also successfully facilitated Hill Walking, Rock Climbing, and Nights Away permits, thereby enriching our program and expanding the experiences available to our Young People.

Furthermore, the District has assisted four volunteers in becoming Assessors for Hill Walking and Archery, streamlining the process of training and assessment within the District and making adventurous activity permit assessments more accessible.

Since the last Annual General Meeting, the District has been bustling with activities, including the London Monopoly Run, Remembrance Sunday, Bonfire Night, and the St. George's Day Parade. A recent highlight was the Activity Days at Thornthwaite providing for two days of fun and adventure for Cubs, Beavers, and Squirrels. Our Skills/Activities and Events Team have not only contributed locally but have also played a pivotal role at County Level, supporting events like Junior Warrior, Beaver Damboree, Ignite, and the eagerly anticipated Larkin 24 Jamboree.

In the last year we've welcomed new volunteers to the District Leadership team, including Alice MacFarlane as Group Lead Volunteer at 1st Pannal, James Porter, our new 14 – 24 Team Lead, and Henry McBratney, as District Youth Lead. Their dedication is invaluable, and we are equally grateful to all past volunteers whose ongoing support and expertise continue to enrich our groups and the District.

Our commitment to digital advancement has led to significant enhancements within the District. Additional features to our new website and the integration of an online booking system for our HQ, campsite, and activities have now been implemented. The Wi-Fi upgrade at Thornthwaite has dramatically improved connectivity, extending from the car park to the barn, and the transition from physical keys to electronic smart locks has streamlined access control, further facilitating the use of our facilities to internal and external customers.

Financial transparency and management have been improved with the implementation of the 'XERO' accountancy system, providing the Board of Trustees with robust tools for financial oversight, and our new Finance Team is now fully operational, supporting the Treasurer with daily financial tasks.

In the past year, we've achieved significant milestones, including the renovation of the upstairs area adjacent to the HQ shop and the comprehensive refurbishment of the large meeting room on the ground floor. We've also enhanced our meeting capabilities by installing a webcam for hybrid in-person and remote gatherings, along with a large display screen in the ground floor meeting room to facilitate District training and accommodate larger team meetings.

Under the #Skills for Life initiative, the Scout Association is streamlining our volunteering framework with innovative roles and structures aimed at enhancing the volunteer experience and making Scouting more inclusive, accessible, and relevant to a broader audience. This exciting transformation is well underway. As part of these activities, our District implemented the new Team structure in early April 2024.

The Scout Association is currently navigating some challenges with data migration from the existing membership system to the new platform, which has delayed the transition to online training and the full implementation of new team roles. Transitioning fully to the new membership system is expected to complete by year end; we'll keep you informed with further developments.

In closing, I extend my heartfelt gratitude to every volunteer in Harrogate and Nidderdale for your unwavering dedication. While some contributions may be more visible than others, every effort, moment, and skill you share is invaluable and deeply appreciated. Your commitment is the driving force behind the continued growth and success of Scouting in our District.

Once again, thank you for your exceptional service.

Karsten Hartmann

District Lead Volunteer | Harrogate and Nidderdale District Scouts

5. Section E: Financial Review

Reserves Policy

The Trustees have reviewed the District's financial strategy with a view to setting general reserves at a level sufficient to cover its running expenses should its income fall short, or if unforeseen emergencies or opportunities occur.

The District Trustee Board considers that the District should hold at least a sum equivalent to 12 months of normal running costs, approximately £40k.

This is in addition to unrestricted funds designated to meet the longer term aims of capital Investment in equipment and facilities and contributions towards new development projects.

The Operating Reserves Policy will continue to be reviewed annually.

Investment Policy

The district has adopted a medium risk strategy for the investment of its funds. Surplus funds, approximately £90k are held in Investment Assets as per the District Investment Policy.

6. Section F: Other Optional Information – District Contributor Reports

➤ District Board of Trustees - Report

For me, the most significant aspect of our District this year, indeed, of our Scouting Association as a whole, began in November 2023 when 'Enable 23' took place. This was a day conference, namely the Transformation Conference 2023, held at King James's School in Knaresborough. The aim of the day was to share and explain the changes which have begun to take shape in North Yorkshire.

There were several aspects of this day which I found very helpful, including the stalls which allowed attendees to speak to those who were involved with various activities in our District. The conference speakers were excellent and explained the need for change and to move forward. The energy in the room was palpable, and it was very useful to be able to have time to network with members of the District.

One aspect of the changes that I have found helpful is the use of the term 'volunteer' when signing or speaking to a wider audience, e.g. parents. Many outside of Scouting believe that the roles we have are paid roles – this could not be further from the truth. So, I am pleased that, at last, there is a demarcation as to the fact that we are all volunteers with the wellbeing of the young people in mind.

Our volunteering culture now coming to the fore, I believe that what makes us in Scouting different from other volunteers is our attitude and commitment to the young people in our care. I believe that we allow our young people to engage in experiences that are safe and fun.

Once again, I am in awe of the amount of time and energy our volunteers give in order for our young people to have the very best time that the Scouting Association can give them. You have my abundant gratitude.

Dr Jean E Laight

District Trustee Board Chair | Harrogate and Nidderdale District Scouts

7. Section G: Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	-Signature held on record-	-Signature held on record-				
Full Name	Jean Laight	Karsten Hartmann				
Position (e.g. Chair)	District Chair	District Lead Volunteer				
Date	1	0	0	6	2	4

Independent examiner's report to the Trustees of the Harrogate and Nidderdale Scout District

I report to the trustees on my examination of the accounts of the **Harrogate and Nidderdale Scout District** for the year ended **31 Mar 2024**.

Responsibilities and basis of report

As the charity trustees of the Harrogate and Nidderdale Scout District 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 Harrogate and Nidderdale Scout District 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.

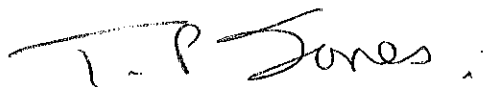
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Harrogate and Nidderdale Scout District as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed:



Name: Tim P Jones

Relevant professional qualification or membership of professional bodies (if any): FCCA

Address: 23 Victoria Avenue Harrogate, HG1 5RD

Date: 07/06/2024

HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL (Charity no. 702344)

Receipts and Payments Account

	Year start date		Year end date
For the year from	01-Apr-23	To	31-Mar-24

Receipts and payments

	31-Mar-24			
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions	66,789	-	-	66,789
Donations	2,465	-	-	2,465
Legacies	-	-	-	-
Gift Aid	-	-	-	-
Other similar income	20	-	-	20
Sub total	69,274	-	-	69,274
Grants				
North Yorkshire Council Defibrillator	1,471	-	-	1,471
Other grants	-	-	-	-
Sub total	1,471	-	-	1,471
Fundraising events (gross)				
Bonfire Night	11,097	-	-	11,097
London Monopoly Run	7,816	-	-	7,816
Squirells Beaver Cub Scout Activity Day	1,320	-	-	1,320
Wintercamp	-	-	-	-
Other fundraising activities	140	-	-	140
Sub total	20,373	-	-	20,373
District buildings income				
Hire of building	38,514	-	-	38,514
Hire of equipment/activities	3,089	-	-	3,089
Scout Shop income	18,918	-	-	18,918
Other building income	-	-	-	-
Sub total	60,521	-	-	60,521
Investment income				
Bank interest	537	-	-	537
Building Society interest	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Other investment income	3,412	-	-	3,412
Sub total	3,949	-	-	3,949
Total Gross Income	155,588	-	-	155,588
Asset and investment sales, etc.	-	-	-	-
Total receipts	155,588	-	-	155,588

HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL (Charity no. 702344)

Receipts and Payments Account

Year start date

Year end date

For the year from	01-Apr-23	To	31-Mar-24
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Receipts and payments

	31-Mar-24			
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Payments				
Charitable Payments				-
Donation	1,000	-	-	1,000
Development projects	28,431	-	-	28,431
Membership subscriptions paid on (National/County/Area/District)	57,015	-	-	57,015
Youth programme and activities	478	-	-	478
Adult support and training	640	-	-	640
Water and sewerage	1,041	-	-	1,041
Electricity, gas and rates	11,367	-	-	11,367
Insurance	3,306	-	-	3,306
Repairs, renewals and maintenance	11,180	-	-	11,180
Admin materials and equipment	1,474	-	-	1,474
Travel expenses for volunteers	3,285	-	-	3,285
Broadband, telephone and postage	1,477	-	-	1,477
Shop purchases	16,072	-	-	16,072
AGM and trustee expenses	161	-	-	161
Other costs - refunds	103	-	-	103
Other costs	-	-	-	-
Sub total	137,030	-	-	137,030
Fundraising expenses				
Remembrance Sunday	28	-	-	28
St George's Day	1,296	-	-	1,296
London Monopoly	7,417	-	-	7,417
Squirrels Beaver Cub Scout Activity Day	807	-	-	807
Bonfire Night	10,726	-	-	10,726
Scout Jamboree 2023 South Korea	-	300	-	300
Other costs	56	-	-	56
Sub total	20,328	300	-	20,628
Total Gross Expenditure	157,358	300	-	157,658
Asset and investment purchases, etc.	-	-	-	-
Total payments	157,358	300	-	157,658
Net of receipts/(payments)	- 1,770	- 300	-	- 2,070
Transfers between funds	-	-	-	-
Cash funds last year end	-	-	-	-
Cash funds this year end	- 1,770	- 300	-	- 2,070

HARROGATE AND NIDDERDALE DISTRICT SCOUT COUNCIL (Charity no. 702344)

Receipts and Payments Account

Year start date

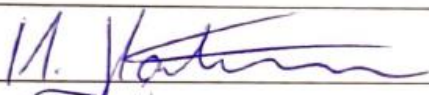

Year end date

For the year from	01-Apr-23	To	31-Mar-24
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Statement of assets and liabilities at the end of the year

	31-Mar-24			
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Cash funds				
Bank current account	32,471	-	-	32,471
Bank savings account	70,351	-	-	70,351
William Claringbold (held in Current account)	- 836	836	-	-
Building society account	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-
Cash/Floats	-	-	-	-
Total cash funds	101,986	836	-	102,822
Other monetary assets				
Tax claim	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-
Insurance claim	-	-	-	-
Sub total	-	-	-	-
Investment assets				
Investment Account - JP Morgan	32,002	-	-	32,002
Investment Account - Black Rock Charities	34,346	-	-	34,346
Investment Account - M&G Investment	29,122	-	-	29,122
Sub total	95,469	-	-	95,469
Non monetary assets for charity's own use				
Shop stock	6,416	-	-	6,416
Land and buildings	1,750,886	-	-	1,750,886
Motor vehicles	-	-	-	-
Other	-	-	-	-
Sub total	1,757,302	-	-	1,757,302
Liabilities				
Accounts not yet paid	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-
Subscriptions not yet paid	-	-	-	-
Loan - detail	-	-	-	-
Other liabilities	-	-	-	-
Sub total	-	-	-	-
Total net assets	1,954,757	836	-	1,955,593

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 28th May 2024 (the date of the Trustee Board meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	Karsten Hartmann District Lead Volunteer
	Tom Sadler Treasurer