



Scouts 
Cotswold Edge

Cotswold Edge District Scout Council

Trustees' Annual Report for 1st April 2019 to 31st March 2020



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Section A – Reference and Administration Details

A.1 Charity Details

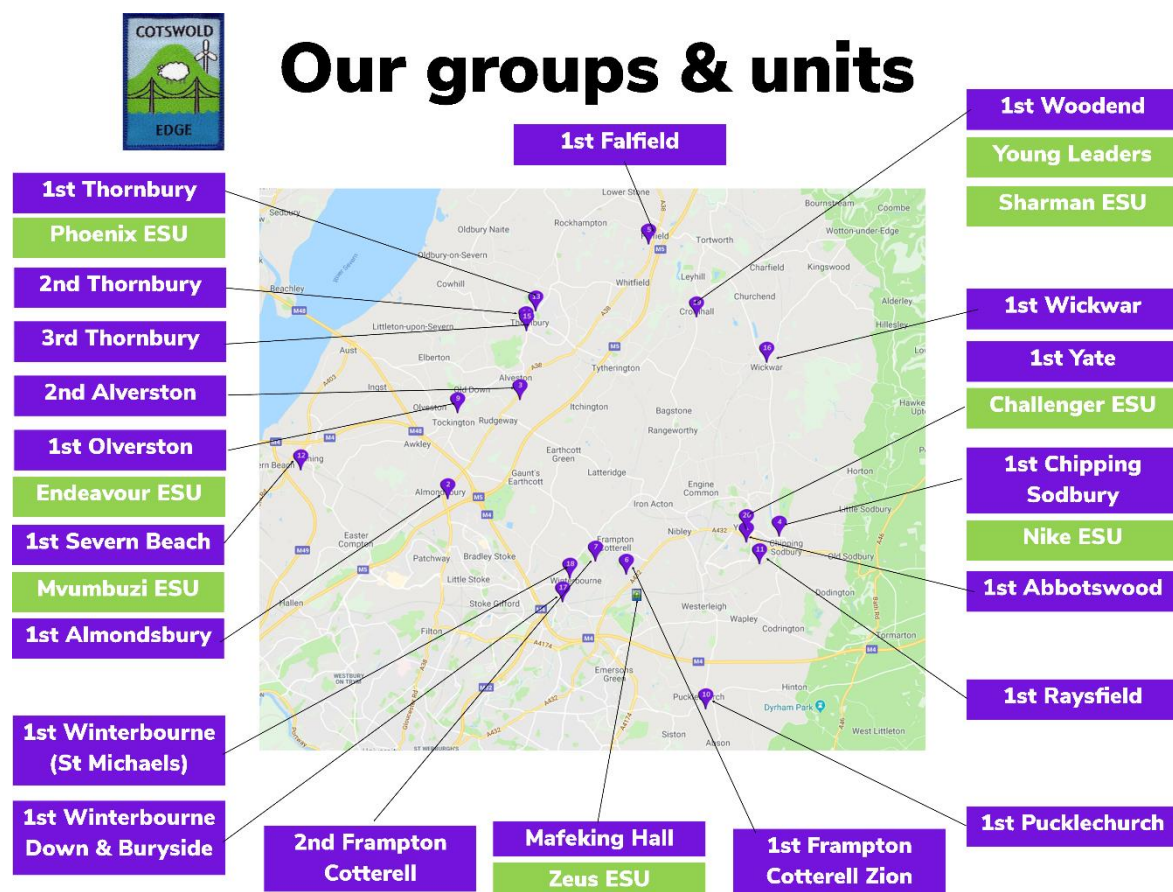
Charity Name:	Cotswold Edge District Scout Council
Charity No:	1127669
Charity's Correspondence Address:	District Commissioner C/O 207 Blaisdon Yate, South Gloucestershire, BS37 8TS
District Headquarters & Campsite	Mafeking Hall Serridge Lane Ram Hill, Henfield, Coalpit Heath, BS36 2UF

A.2 Charity Trustees

Trustee Name	Position	Dates acted if not full year
1. Dean Ashpole-Chapman	District Commissioner	From September 2019
2. Deborah Bryden	District Treasurer	From September 2019
3. Alan Northern	DC Nominated Member	From September 2019
4. Clive Sandrey	DC Nominated Member	
5. Derek John Forward	DESC	
6. Steve Spokes	Elected Member	
7. Jack Bateman	District Youth Commissioner	
8. Alan Bartlett	Elected Member	
9. Christopher Harris	Elected Member	
10. Ian Robinson	Elected Member	
11. Peter Carnegie	District Commissioner	April 2019 to September 2019
12. Alison Sotheran	DC Nominated Member	April 2019 to September 2019
13. Sandra Carnegie	Elected Member	April 2019 to September 2019
14. Veronica Parsons	Chair	April 2019 to September 2019

A.3 Our District groups & units

Cotswold Edge District covers a large area of South Gloucestershire mainly North of the M4 with Pucklechurch to the South. With 20 Groups and 8 Explorer Units we are one of the largest Districts within the Scouting County of Avon. 1st Marshfield left the District at the end of this financial year, leaving us with 19 groups.



Section B – Structure Governance and Management

B.1 Description of the charity's trusts

Cotswold Edge Scout 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, Organization and Rules of The Scout Association.

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

The Trustees are appointed in accordance with the Policy, Organization and Rules of The Scout Association.

The District is managed by the District Executive Committee, 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 accounts and making returns to the Charity Commission as appropriate.

The Committee consists of 3 independent representatives a) Chair, Treasurer and Secretary together with the District Commissioner, Youth Commissioner, and District Explorer Scout Commissioner, Network Commissioner, elected members, nominated members and co-opted members. The committee meet 4 times a year at approximately three-monthly intervals.

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

- The maintenance and upkeep of the District Headquarters (Mafeking Hall);
- The raising of funds and the administration of District finance;
- The insurance of persons, property and equipment;
- District public occasions;
- 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.
- Explorer Scout Units and Young Leaders Scouting across the District.
- Network Scouting across the District.
- Scout Active Support Unit

B.2 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 have been established to mitigate against them. The main areas of concern that have been identified are:

Damage to buildings, property and equipment .The District would request the use of buildings, property and equipment from Scout Groups and Explorer Units from within the District, neighboring organizations such as churches, community centres and other youth organisations. Similar reciprocal arrangements exist with these organisations. The District has sufficient buildings and contents insurance in place to mitigate against permanent loss.

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.

Reduced income from fundraising. The District is primarily reliant upon income from subscriptions and fundraising. The District 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.

Reduction or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the District. If there was any reduction in the number of leaders to an unacceptable level in a particular area / Unit or section within a Group there would have to be a contraction, consolidation or closure of a Unit, Group or Section. In the worst case scenario the complete closure of the District.

Reduction or loss of members. The District provides activities for all young people aged 6 to 25. If there was a reduction in membership in a particular area/ Unit or Group or a section within a Group then there would have to be a contraction, consolidation or closure of that particular Unit / Section. In the worst case scenario the complete closure of the Group or Unit.

Section C – Summary of the objects of the charity

C.1 Objectives

The objectives of the District are as a unit of the Scout Association as set in the governing documents of the Association.

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 to prepare young people with the skills for life by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

C.2 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 attitude's.
Co-Operation	We make a positive difference; we co-operate with others and make friends.

C.3 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 Scout Promise.

C.4 Public benefit statement

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.

Section D – Summary of the main achievements of the charity during the year

D.1 Overview

The District consists of 20 Scout Groups all of which have Beavers, Cubs and Scout Sections. Several Groups across the District have multiple Beaver Colonies, Cub Packs and Scout Troops within them. We also have 8 Explorer Units across the District plus a Young Leader Explorer Unit. We continue to establish a sustainable District Network Section which is for the 18 to 25 year old's across the District and we have an established Scout Active Support Unit again that serves the whole of the District.

The Scout Association launched a new strategy in May 2018 called Skills for Life. As part of this strategy a new vision to 2023 was launched. Below is the Associations plan for 2018 to 2023.

Skills for Life

Our plan to prepare better futures 2018-2023

Our Vision

By 2023 we will have prepared more young people with skills for life, supported by amazing leaders delivering an inspiring programme.

We will be growing more inclusive, shaped by young people, and making a bigger impact in our communities.

Our mission

Scouting actively engages and supports young people in their personal development, empowering them to make a positive contribution to society.

Our values

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

Our goals

By delivering this plan we will achieve the following goals against our four objectives:

Growth	Inclusivity	Youth Shaped	Community Impact
<ul style="list-style-type: none">• 50k more young people• 10k more Section Leaders• 5k more Young Leaders	<ul style="list-style-type: none">• Our volunteers reflect the demographics of our society• In 500 more areas of deprivation	<ul style="list-style-type: none">• 250k young people shape their Scouting each year• 50% young people achieve top awards	<ul style="list-style-type: none">• 250k young people making a positive impact in their local communities each year• 50% young people achieve top awards

Our three pillars of work

To support the Movement to achieve these objectives, we will focus on three pillars of work:

Programme	People	Perception
A fun, enjoyable, high quality programme consistently delivered and supported by simple (digital) tools.	More, well trained, better supported and motivated adult volunteers, and more young people from diverse backgrounds.	Scouting is understood, more visible, trusted, respected and widely seen as playing a key role in society today

D.2 Growth

In Cotswold Edge there is a large number of young people on our waiting lists, and many more who have not been able to consider joining because there is either no Scout Group or Explorer Unit near where they live or the ones that are there are full. We will work to give more young people the opportunity to join the everyday adventure of Scouting.

	Male	Female	Total
Youth Membership	1218	444	1662
Adults	243	186	429

- *We have not closed any section or Unit due to lack of Leaders.*
- *Increased by 24 the number of Young Leaders across the District providing leadership support to sections in 15 of our 20 Scout Groups.*

D.3 Inclusivity

We will ensure Scouting develops and is sustainable in the most deprived parts of our District, we will welcome all members of society, and be seen as open to people from all backgrounds by the general public.

	White	Mixed/ Multiple ethnic Groups	Asian/ Asian British	Black/ Caribbean or African	Prefer not to say	Total
Youth Membership	1512	22	8	1	119	1662
Adults	349	0	2	1	77	429

	Developmental	Physical	Mental Health	Sensory	Injury	Medical	Prefer not to say	No disability	Total
Youth Membership	82	8	20	23	2	92	69	1366	1662
Adults	4	3	5	1	0	13	166	237	429

- *We continue to provide both practical and financial support to young people and adults across the District in facilitating adults with a disability being Leaders as well as grants from the District Hardship fund to support young people being able to access Scouting events and activities.*

D.4 Youth Shaped

Young people across all ages will have the chance to have their voice heard on all aspects of Scouting, including programme and activity planning and the way that their Group, Unit and District are run.

- *District Youth forums held for sections annually and Young People informing and deciding on District the District Plan as well as events and activities.*
- *Young People being involved in the organisation and delivery of the first District Jamboree.*
- *Introduction of youth membership to the District and Groups Board of Trustees.*
- *Delivery of Youth shaped activities across the District.*
- *Young People deciding the type of event we were to hold for our annual St. George's day event and being actively involved in the planning and delivery of the event.*

D.5 Community Impact

We believe Scouting makes a difference to individuals and to society. Our members take action in the service of others, but we want to do more and for our contribution to be more widely recognised.

- *Support the use of the District Headquarters for community groups.*
- *Cotswold Edge Scouts have undertaken over 103 community impact projects across the District these have ranged from fundraising for community groups, carried out village clean up campaigns, visiting elderly people in their homes and supporting many local community events.*

Section E – Financial Review

E.1 Reserves Policy

- 1) The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. The DEC considers that the District should hold a sum equivalent to 3 to 4 months running costs, circa £5,000.
- 2) The District may reserve funds over and above normal operating expenses for specified purposes. Any funds held in the specified ring fenced reserves may only be used for the benefit of the specified purpose e.g. the district currently holds ring fenced reserves for the specified purpose of the development of the District Headquarters.
- 3) The Districts Income and Expenditure is very small and as a consequence does not have sufficient funds to invest in longer- term investments such as stocks and shares.
- 4) The District has 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.
- 5) The DEC regularly monitors the levels of bank balances and the interest rates received to ensure the District 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 DEC considers the cash flow requirements.

Section F – Declaration

The trustees declare that they have approved the trustees' report above and the declaration is signed on behalf of the charity's' trustees

Signature(s)		
Full Name (s)	Dean Ashpole-Chapman	Deborah Bryden
Position (s)	District Commissioner	District Treasurer
Date		

Section G – Independent examiner's report

England & Wales

Independent examiner's report to the trustees of Cotswold Edge District Scout Council

I report to the trustees on my examination of the accounts of the Cotswold Edge District Scout Council for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity trustees of the Cotswold Edge District Scout Council 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 Cotswold Edge District Scout Council 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 Cotswold Edge District Scout Council 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:

STEPHEN KERNER

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

Address:

9, THE BURLTONS, CROMHALL, S. GLOS GL12-8BN

Date:


8/9/20

Section H – 2019 – 2020 Accounts

Cotswold Edge Scout Council 01/04/2019 - 31/03/2020

	This Year £	Last Year £
Total receipts for the year	119450.47	115,617.94
Total payments for the year	(101,101.56)	(129,406.67)
Net receipts (payments) for the year	18,348.91	13,788.73
Cash, bank and similar funds brought forward	37143.61	50,932.34
Cash, bank and similar funds carried forward	<u>55,492.52</u>	<u>37,143.61</u>

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

on 10th Sept 2020 and signed on their behalf by

 DEAN ASHPOLE-CHAPMAN
 District Executive Chairperson
 COMMISSIONER

Distribution Of Funds

District Development Fund	£30,000.00
Explorer Startup Fund	£500.00
Explorer Hardship Fund	£1,000.00
Group Hardship Fund	£1,000.00
World Jamboree Fund	£0.00
Business Fund	£22,992.52
	<u>£55,492.52</u>

RECEIPTS

		£ This Year	£ Last Year
ADMIN	General Print/Postage/Stationary	0.00	0.00
	Sundry Admin	<u>0.00</u>	<u>0.00</u>
		0.00	0.00
BADGES	Badges	705.06	698.73
	Admin/Postage/Stationary	<u>0.00</u>	<u>0.00</u>
		705.06	698.73
HEADQUARTERS	Council Charges	0.00	0.00
	Hall Hire	£1,271.50	549.20
	HQ REFURB	0.00	0.00
	Sundry HQ	<u>323.10</u>	<u>0.00</u>
		1,594.60	549.20
NETWORK SCOUTING	Network Kit	0.00	0.00
	Network Uniform	0.00	0.00
	Network Sundry	<u>0.00</u>	<u>0.00</u>
		0.00	0.00
GENERAL SCOUTING	Scout Leader Training	308.11	0.00
	World Jamboree	£1,265.00	22,693.65
	District Events	5,367.50	0.00
	Sundry Scouting	<u>£0.00</u>	<u>6,095.00</u>
		6,940.61	28,788.65
CAPITATION	Capitation	£102,411.50	84,266.50
	Gift Aid	<u>4,435.40</u>	<u>0.00</u>
		106,846.90	84,266.50
DONATION/GRANTS	Lloyds Bank/SK	£1,800.00	1,000.00
	Just Giving	1549.24	308.71
BANKING	Interest on Accts	14.06	6.15
	Charges	<u>0.00</u>	<u>0.00</u>
		14.06	6.15

TOTAL RECEIPTS		119,450.47	115,617.94
PAYMENTS		£	£
		This Year	Last Year
TRANSPORT	District Commissioner	(115.70)	(108.62)
	District Explorer Scout Commissioner	(88.40)	(159.75)
	Others	(54.98)	(40.32)
		(259.08)	(308.69)
ADMIN	General Print/Postage/Stationary	0.00	0.00
	Wages	(5,199.96)	(5,199.96)
	Midas Training	(124.88)	(1,124.67)
	Sundry Admin	(338.15)	(781.39)
		(5,662.99)	(7,106.02)
BADGES	Badges	(642.81)	(1,252.55)
	Admin/Postage/Stationary	0.00	0.00
		(642.81)	(1,252.55)
HEADQUARTERS	Rates & Insurance	(1,266.90)	(1,110.47)
	Utilities	(2,327.34)	(353.27)
	Maint./Cleaning	(1,912.61)	(2,342.05)
	Hall Hire	0.00	0.00
	HQ REFURB	0.00	0.00
	Grounds Maint.	(1,368.00)	(1,368.00)
		(6,874.85)	(5,173.79)
EXPLORER SCOUTING	Explorer Leader Training	0.00	0.00
	Explorer Kit Insurance	0.00	0.00
	Explorer Hardship Payments	0.00	0.00
	Explorer Start Up	0.00	0.00
	Explorer Sundry	(1,000.00)	(1,000.00)
		(1,000.00)	(1,000.00)
NETWORK SCOUTING	Network Kit	0.00	0.00
	Network Uniform	0.00	0.00
	Network Sundry	0.00	0.00
		0.00	0.00
YOUNG LEADER SCOUTING	Young Leader Training	0.00	0.00
	Young Leader Uniform	0.00	(330.00)
	Young leader Sundry	(125.63)	(632.00)
		(125.63)	(962.00)
GENERAL SCOUTING	Group Grants / setup	0.00	0.00
	World Jamboree	(11,550.00)	(21,453.75)
	St Georges Day	(2,018.30)	(1,512.50)
	District Events	(400.00)	(839.50)
	Leader Training	(55.00)	(115.00)
	Hardship	0.00	0.00
	District Jamborees	0.00	(19,268.01)
	Sundry Scouting	0.00	(598.03)
		(14,023.30)	(43,786.79)
CAPITATION	Capitation	(64,200.00)	(67,524.00)
	Gift Aid	(4,435.40)	(1,892.83)
		(68,635.40)	(69,416.83)
DONATION/GRANTS	Pucklechurch	0.00	(150.00)
	Abbotswood	0.00	(250.00)
BANKING	Interest on Accts	0.00	0.00
	Charges	0.00	
	Returned Chqs	(3,877.50)	0.00
		(3,877.50)	0.00
TOTAL PAYMENTS		(101,101.56)	(129,406.67)

MONETARY ASSETS

	£	£
Bank Current Account	£89,395.21	64,895.46
Bank Interest Account	27,564.41	20,550.35
	<hr/>	<hr/>
	116,959.62	85,445.81
Less Outstanding Cheques	(61,467.10)	(48,302.20)
Plus Outstanding Receipts	0.00	0.00
 Total Carried Forward	 <u>55,492.52</u>	 <u>37,143.61</u>
 Land and Buildings	 £150,000.00	 £150,000.00
Scouting equipment, furniture, etc. - Replacement Value	£7,279.00	£7,279.00
Badge Stock	£340.00	£4,869.00