

BRISTOL SOUTH DISTRICT SCOUT COUNCIL

Trustees Annual Report

Year Ended 31 March 2019

Charity Number: 1091301

BRISTOL SOUTH DISTRICT SCOUT COUNCIL

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

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BRISTOL SOUTH DISTRICT SOUTH COUNCIL

REFERENCE & ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2019

Status

The Charity was first registered with the Charity Commission on 22nd March 2002 under the Charity number 1091301.

The Charity is part of the Scout Association and has the District Registration number 16716.

Trustees

Andy Morris	Chair
Scott Stowell	District Commissioner
Vacant	Treasurer
Vacant	Secretary
Cathy Harding	Deputy District Commissioner
Sam Beard	Assistant District Commissioner- Events
Gemma Francis Scully	District Network Commissioner
Nick Winter	District Explorer Scout Administrator
Gary Garland Turner	District Scouter
Beth Haines	Assistant Scout Leader 256 th and Deputy Youth Commissioner
Stephen Thomas	Executive Committee Member
Peter Keightley	Executive Committee Member and 21 st Bristol Treasurer
Tony Rees	Executive Committee Member

Principal Address

42 Leighton Road, Knowle, Bristol, BS4 2LL

Bankers

Lloyds Bank, Kingswood, Bristol PO Box 1000, BS1 6AH
Virgin Media, Unit 1, Transom House, Victoria Street, BX1 1LT

Other Advisors

The Scout Association

Bristol South District Email Address

scott.stowell@avonscounts.org.uk

Independent Examiner

Russell Smith

BRISTOL SOUTH DISTRICT SOUTH COUNCIL

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2019

The Trustees report and the financial statements of the charity for the year ended 31 March 2019.

Structure, Governance and Management

The District's governing documents are those of The Scout Association.

These consist of a Royal Charter, 1991, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation 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, Organisation and Rules of The Scout Association.

The District Executive Committee consists currently of 11 members, all of which are the Charity Trustees of the Scout District, which is an educational charity, manages the District.

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 Executive Committee meets on average six times a year, and exists to support the District leadership team in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of District property
- 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

Objectives and Activities

The objectives of the District are as a unit of the Scout 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 by providing an enjoyable and attractive scheme of progressive training, based on the Scout Promise and Law and guided by adult leadership.

Public Benefit

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.

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Risk Assessment

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 the building, property and equipment.
The District has sufficient buildings and contents insurance in place to mitigate against permanent loss, and in the event of temporary loss would request the use of buildings, property and equipment from neighbouring organisations such as the church, community centre and other Scout Groups, as a short term solution.
- Injury to leaders, helpers, supporters and members.
The District through the membership fees contributes to the Scout Associations national accident insurance policy, and also has additional cover in place. Risk Assessments are undertaken before all activities.
- Reduction or loss of volunteers.
The District is totally reliant upon volunteers to run and administer the activities of the District. If there were a reduction in the number of volunteers to an unacceptable level in a particular area, discipline or as a whole, then there would have to be a contraction, consolidation of activities or closure of parts of the District operations.

Achievements and Performance

Bristol South has had a successful past 12 months. We have grown once again which shows that our adult leaders are delivering quality programmes to our young people.

We are continuing to search for new adult volunteers to not only support our young people but to also support the governance and financial side of scouting. We unfortunately do not have a Treasurer and Secretary in post this year but the sub finance committee has done a brilliant job at continuing to keep the accounts ticking over day to day and ensure the District is financially stable.

We have some very successful key events in the year including Jamboree and the District Gang Show, which the Board of Trustees has supported. Our key focus is to ensure that the events are value for money and that every young person gets the opportunity to participate in some way.

Our key focus as a District in the last 12 months was to ensure that support is in place for each and every adult. We have appointed some key roles within the District including an assistant for adult support, Sean, who is looking at how we can recruit and retain even more adults.

Thank you to everyone who has made the last 12 months a success.

Plans for the coming year

The next year is all about continuing the support we have offered already. We want to ensure that groups have the support from the District on both the leadership front but also from the governance side.

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We are going to continue to invest in projects and key events throughout the year as well as continuing to invest in the District HQ, Eastwinds.

Another key focus for the coming year is our explorer provision. This is an area where Bristol South has historically struggled and it is an aim to have a firm plan and make progress in the next 12 months.

We are reviewing our plans for the next 5 years to ensure they are in line with the new strategy of The Scout Association and to ensure we continue to deliver skills for life to even more young people.

Financial Review

Due to the nature of the district funding not being guaranteed to be a consistent from one year to another there is no formal reserves policy. However funds held are regularly monitored to ensure that they do not become excessive and that are used to the widest possible benefit.

The District has adopted a low risk strategy to the investment of its funds. All funds are held in using Lloyds Bank Accounts and a Virgin Money deposit account. The district is continuing to reduce cash holdings.

The District Executive 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. The District has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include two signatories for all payments.

Statement of Trustees Responsibilities

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the District.

They are also responsible for safeguarding the assets of the District and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The accounts have been drawn up on the receipts and payments basis and follow best practice as set out in the Statement of Recommended Practice "Accounting and Reporting by Charities"

The Trustees declare that they have approved the Trustees Report above. Signed on behalf of the Charity's Trustees by:

Andy Morris Chairman

Date – 3rd June 2019

Scott Stowell District Commissioner

Date – 3rd June 2019

BRISTOL SOUTH DISTRICT SOUTH COUNCIL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2019

I report to the trustees on my examination of the accounts of Bristol South District South Council for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity trustees of the Charity 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 Charity's 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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.

Russell Smith

Date: 27th June 2019