



BRISTOL SOUTH DISTRICT SCOUT COUNCIL

Trustees Annual Report

Year Ended 31 March 2020

Charity Number: 1091301

BRISTOL SOUTH DISTRICT SCOUT COUNCIL

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2020

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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

Steve Williams	Chair
Scott Stowell	District Commissioner
Vacant	Treasurer
Theresa Coll	Secretary
Cathy Harding	Deputy District Commissioner
Sam Beard	Assistant District Commissioner- Events
Gemma Francis Scully	District Explorer Leader
Nick Winter	District Explorer Scout Administrator
Gary Garland Turner	District Scouter
Beth Haines	District Youth Commissioner
James Wall	District Network Commissioner
Stephen Thomas	Executive Committee Member
Peter Keightley	Executive Committee Member
Tony Rees	Executive Committee Member
Andy Morris	Executive Committee Member

Principal Address

45 Whitecross Avenue, Bristol, BS14 9JF

Bankers

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

Bristol South District Email Address

bristolsouth@avonscouts.org.uk

Independent Financial Examiner

Russell Smith

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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 15 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. Bristol South Scout District covers the following postal code areas of South Bristol, though in some not exclusively BS1, BS3, BS4, BS13 and BS14.

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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.

Financial Review

Due to the nature of the District funding not being guaranteed to be 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 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 either two signatories (Cheques) or 2 approvals (BACs transfers) 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"

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Achievements and Performance

Bristol South has had a successful past 12 months. We have grown once again at a steady pace which shows that our adult leaders are delivering quality programmes to our young people to ensure that our previous growth in years gone by has been sustained.

We are continuing to search for new adult volunteers to not only support our young people but to also support the governance and financial. We unfortunately do not have a Treasurer 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 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.

We have started to look at investing in our property, mainly in Eastwinds to upgrade and modernise the HQ.

We started a search for a new District commissioner after Scott decided to give notice of stepping down from the role after 5 and half years. The search is ongoing.

Very late in the year we have seen the suspension of face to face scouting, in the last 2 weeks of the financial year.

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

Plans for the Coming Year

The plans for the coming year have had to change and develop at pace due to the impact of Covid-19 on scouting and every day normal life.

The District is committed to supporting our groups and units through this unprecedented time. We are working hard to risk assess not only financial risk but also operating risk once social distancing measures are lifted.

Our plans will be kept fluid and dynamic so that we can react to situations as they happen so that we can resume scouting, when the suspension is lifted and face any challenges we encounter at that time.

Contact with members and volunteers will be maintained by the extended use of social media and online meeting platforms. The district trustees have 'met' via on-line meetings and will continue to do so. Face to face meetings will only restart once clearance has been given by headquarters and local circumstances have been taken into account.

The District Commissioner search has been put on hold as Scott, our current District commissioner, has decided to stay on to ensure stability through this difficult time. We will be looking to restart the process for his replacement at a more suitable time.

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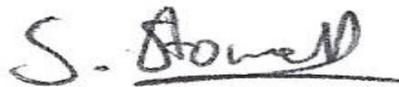
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The Trustees declare that they have approved the Trustees Report above. Signed on behalf of the Charity's Trustees by:



Steve Williams - Chairman



Scott Stowell - District Commissioner

Date: 1st June 2020