

**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			Total funds £	2017/18	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £		Total funds £	
<b>Receipts</b>						
<b>Donations, legacies and similar income</b>						
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	
<b>Sub total</b>	<b>646</b>	<b>7,441</b>	<b>-</b>	<b>8,087</b>	<b>18,957</b>	4(b)
<b>Grants</b>						
Maintenence grant	-	-	-	-	-	
Other grants	-	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Fundraising and other income(gross)</b>						
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	
<b>Sub total</b>	<b>35,761</b>	<b>79,058</b>	<b>-</b>	<b>114,820</b>	<b>109,146</b>	
<b>Investment income</b>						
Bank interest	-	-	-	-	-	
Building Society interest	-	-	-	-	-	
The Scout Association Short Term Investment Service	188	-	-	188	196	
Other investment income	-	-	-	-	-	
<b>Sub total</b>	<b>188</b>	<b>-</b>	<b>-</b>	<b>188</b>	<b>196</b>	
<b>Total Gross Income</b>	<b>36,595</b>	<b>86,500</b>	<b>-</b>	<b>123,095</b>	<b>128,300</b>	
<b>VAT recovery</b>	-	-	-	-	-	
<b>Total receipts</b>	<b>36,595</b>	<b>86,500</b>	<b>-</b>	<b>123,095</b>	<b>128,300</b>	

# 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			Total funds £	2017/18	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £		Total funds £	
<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>						
Administration	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>	
Asset and investment purchases, etc.	-	-	-	-	-	
<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>	
Transfers between funds	-	-	-	1,082	5,913	
Cash funds - last year end	97,636	23,673	-	121,309	111,029	
<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			Total funds £	31st March 2018	Total funds £	Note
	Unrestricted funds £	Designated Funds £	Restricted Funds £		Total funds £		
<b>Cash funds</b>							
Bank current accounts	97,383	16,484	-	113,867	121,309		3,5
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>	<b>107,833</b>	<b>43,784</b>	<b>-</b>	<b>151,617</b>	<b>159,059</b>		
<b>Other monetary assets</b>							
Tax claim	-	-	-	-	-		
Debts due from District Groups	-	-	-	-	-		
Insurance claim	-	-	-	-	-		
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Investment assets</b>							
Investment property - detail	-	-	-	-	-		
Quoted investments	-	-	-	-	-		
Other investments - detail	-	-	-	-	-		
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</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)
Buildings	83,833	-	-	83,833	86,365		6
Scouting equipment, furniture etc	-	-	-	-	-		
Campsite	19,000	-	-	19,000	19,000		2
<b>Sub total</b>	<b>105,323</b>	<b>-</b>	<b>-</b>	<b>105,323</b>	<b>108,834</b>		
<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>	<b>4,465</b>	<b>8,428</b>	<b>-</b>	<b>12,893</b>	<b>58,888</b>		

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	463
	<u>113,867</u>	<u>121,309</u>

#### 6. Tangible Fixed Assets

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