



HOUGHTON-LE SPRING SCOUTS
SUPPORTING LOCAL ADVENTURE



Annual Report and Accounts
31 March 2016

Houghton-le-Spring District Scouts

Online: www.hls-scouts.org.uk

Email: hls@durhamscouts.org.uk

A charitable organisation leading scout groups in Hetton, Houghton & Washington, Tyne & Wear

CHARITY INFORMATION 2015 - 2016

Trustees - ex officio

Chairman
District Commissioner
Secretary
Treasurer
ADC Programme/DESC
DSNC

Ged Parker
Jonathan Chicken
Ann-Marie Parker
Carl Hickman
Jack Fletcher
Phil Allman

Trustees - nominated

Other Trustee
Other Trustee (<25)

Stephen Harrison
Jordan Pratt

Trustees - elected

Other Trustee
Other Trustee
Other Trustee
Other Trustee

Doug McIntyre
Jane McIntyre
Danni Sims
Kevin Wilson

Bankers

HSBC Bank
CAF Bank

Scout Registration Number

11610

Contact Name & Address

Mr J Chicken
25 Weymouth Drive
Houghton-le-Spring
DH4 7TQ

TRUSTEES REPORT

The trustees have pleasure in presenting their annual report and financial statements for the year ended 31st March 2016.

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.

Trustee selection methods

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

Organisation

The District is managed by the trustees, who meet on a regular basis to discuss all aspects of day to day running. 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.

Risk and Internal Control

The trustees assess the major strategic and operational risks faced by the District on an ongoing basis and react as necessary to mitigate these risks.

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 and a comprehensive insurance policy to ensure that insurable risks are covered.

Objectives of the Group

The District's aim, in common with that of the Scout Association, is to support local adventure across the Hetton-le-Hole, Houghton-le-Spring and Washington areas of the City of Sunderland. The District actively supports its Scout Groups and provides programme, training and organisational structures to adults and young people.

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.

Review of activities and future developments (prepared by the treasurer)

The District's census in January 2016 showed our membership numbers including leaders as 908 compared to 827 in January 2015 an increase of 9.79%. The district continues to use its resources in the support and development of scout groups.

The main financial activity during the financial year was the international trip, held by the Scout Section (income of £42,933.82). Trip participants took part in a number of fundraising events - thank you to all participants for your efforts. The trip made a profit of £347.74 which has been added to the existing designated fund. The designated fund is currently £6,514.24, which is for use against future international events.

The Cub Section undertook their 'Cubs Go Capital' at London in February 2016, of which the event's total income of £9,964.00 and expenditure of £9,063.29 is included within these accounts.

The trustees donated £227.00 to 1 Jamboree participant to help with their costs of the adventure in Japan.

The trustees have loaned £5,000.00 to 1st Herrington Scout Group to help purchase two minibuses. This amount was due to be repaid before the year end but Herrington have since discovered a flooring issue in their building. The trustees have agreed to extend the repayment terms of this for a further 6 months, making this payable by 30th September 2016, interest free.

No grants have been received during this financial year.

Reserves policy

In general it is the District's aim to maintain sufficient funds to ensure the success of all of its activities; and provide a contingency to support equipment replacement and unforeseen expenses at short notice. A sum of £10,000.00 has been designated as this contingency.

Grant making policy

The District does not have a policy in respect of making grants.

Investment policy

The District does not have sufficient funds to invest in longer term investments. The District has therefore adopted a risk averse strategy to the investment of its funds. All funds are held in cash using only mainstream banks or building societies.

Approval of the trustees' report

Approved by the trustees on 12th October 2016 and signed on their behalf by:

Mr Ged Parker
District Chairman

Receipts & Payments Account

Year to 31st March 2016

	2016	2015
	£	£
Total Receipts for the Year	59,275.24	53,182.01
Total Payments for the Year	(56,448.55)	(54,087.24)
Net (Payments)/Receipts for the year	<u>2,826.69</u>	<u>(905.23)</u>
Cash, Bank & Similar Funds B/Fwd	<u>41,196.23</u>	<u>42,101.46</u>
Cash, Bank & Similar Funds C/Fwd	<u>44,022.92</u>	<u>41,196.23</u>

The above account and accompanying statement of assets and liabilities were approved by the trustees on 12th October 2016 and signed on their behalf by:-

Mr Ged Parker
District Chairman

Mr Jonathan Chicken
District Commissioner

Receipts

Year to 31st March 2016

	2016		2015
	£	£	£
SUBSCRIPTIONS	28,462.00		26,994.00
County Rebate	1,650.00		457.50
Less Paid	<u>(25,840.50)</u>		<u>(24,696.00)</u>
		4,271.50	2,755.50
INVESTMENT INCOME			
Bank Interest		106.53	107.01
FUNDRAISING			
St. George's Day	0.00		0.00
Grants	0.00		0.00
Donations	<u>0.00</u>		<u>0.00</u>
		0.00	0.00
TRAINING			
Adult Training	640.00		250.00
Young Leader Training	<u>180.00</u>		<u>0.00</u>
		820.00	250.00
SECTION ACTIVITIES			
Beavers	436.00		0.00
Cubs	10,378.00		5,733.00
Scouts	0.00		465.00
Explorers	0.00		237.23
Young Leaders	<u>0.00</u>		<u>0.00</u>
		10,814.00	6,435.23
OTHER ACTIVITIES			
International Trip	<u>42,933.82</u>		<u>42,990.85</u>
		42,933.82	42,990.85
MISCELLANEOUS			
Badges	100.00		0.00
Explorer Subscriptions	132.00		0.00
Gift Aid	<u>97.39</u>		<u>643.42</u>
		329.39	643.42
TOTAL RECEIPTS FOR THE YEAR	<u>59,275.24</u>		<u>53,182.01</u>

Payments

Year to 31st March 2016

	2016		2015	
	£	£	£	£
TRAINING				
Adult Training	1,151.52		310.16	
Young Leader Training	<u>903.27</u>		<u>12.35</u>	
		2,054.79		322.51
SECTION ACTIVITIES				
Beavers	701.18		0.00	
Cubs	9,515.04		4,738.36	
Scouts	0.00		710.57	
Explorers	127.10		122.80	
Young Leaders	<u>0.00</u>		<u>0.00</u>	
		10,343.32		5,571.73
OTHER ACTIVITIES				
International Trip	<u>42,586.08</u>		<u>44,598.68</u>	
		42,586.08		44,598.68
ADMINISTRATION EXPENSES				
AGM Expenses	123.75		79.00	
Waiting List Administrator	0.00		70.00	
Admin/Secretary Expenses	50.00		465.55	
Officers Expenses	<u>39.66</u>		<u>0.00</u>	
		213.41		614.55
SUNDRY PAYMENTS				
St. Georges Day	0.00		0.00	
Fundraising	0.00		(135.00)	
District Badges/Neckers	0.00		977.76	
New Programme Materials	928.95		0.00	
Promotion, Dev & Comms	0.00		46.26	
Young Carers Events	95.00		965.75	
Donation to 4 th Washington	0.00		500.00	
Donation to Jamboree Fund	<u>227.00</u>		<u>625.00</u>	
		1,250.95		2,979.77
TOTAL PAYMENTS FOR THE YEAR		<u>56,448.55</u>		<u>54,087.24</u>

Assets & Liabilities

Year to 31st March 2016

	2016		2016	
	£	£	£	£
DEBTORS				
1 st Washington - Loan	1,750.00		2,100.00	
4 th Washington - Capitation (2014)	1,254.00		1,254.00	
1 st Herrington - Building (2016)	<u>5,000.00</u>		<u>0.00</u>	
		8,004.00		3,354.00
BANK ACCOUNTS				
Oxclose ASC	94.85		94.85	
HSBC Bank	100.00		100.00	
CAF Bank	6,681.80		8,630.75	
S. Term Investment Fund	<u>20,500.00</u>		<u>20,500.00</u>	
		27,376.65		29,325.60
RESTRICTED				
International Trip	6,514.24		6,166.50	
Young Carers	4.14		99.14	
Explorers - North	1,474.50		1,474.50	
Explorers - South	<u>649.39</u>		<u>776.49</u>	
		8,642.27		8,516.63
ASSETS		<u>44,022.92</u>		<u>41,196.23</u>
NON MONETARY ASSETS				
Equipment (Exp. North)		500.00		500.00
Equipment (Exp. South)		12,000.00		12,000.00
Badge Stock		700.00		835.00
NET ASSETS		<u>57,222.92</u>		<u>54,531.23</u>

Notes to the 2016 Accounts

Accounting Policies

- Income shown in the Receipts and Payments Account is before deduction of any expenses.
- Non-monetary assets shown in the Statement of Assets & Liabilities have been given an estimated valuation by the trustees based on their knowledge of the assets involved and their age and condition.

Independent Examiner's Report

I report on the accounts of the District for the year ended 31st March 2016.

This report is made solely to the trustees in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees for my examination work.

Respective responsibilities of trustees and examiner

The District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 144 of the Charities Act 2011 (the Charities Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the Charities Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 145(5)(b) of the Charities Act); and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name

Qualification

Date