



HOUGHTON-LE SPRING SCOUTS
SUPPORTING LOCAL ADVENTURE



Annual Report and Accounts
2016 – 2017

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 2016 - 2017

Trustees - ex officio

Chairman	Ged Parker
Acting District Commissioner	Carl Hickman
Secretary	Ann-Marie Parker
Treasurer	Vacant
ADC Youth Programme/DESC	Jack Fletcher (<25)
DSNC	Phil Allman
DYC	Jordan Pratt (<25)

Trustees - nominated

Other Trustee	Stephen Harrison
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Trustees - elected

Other Trustee	Doug McIntyre
Other Trustee	Jane McIntyre
Other Trustee	Danni Sims
Other Trustee	Kevin Wilson

Bankers

HSBC Bank
CAF Bank

Scout Registration Number 11610

Contact Name & Address

Mr. C. Hickman
19 Merevale Close
Washington
Tyne and Wear
NE37 3LP

TRUSTEES REPORT

The trustees have pleasure in presenting their annual report and financial statements for the year ended 31st March 2017.

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 2017 showed our membership numbers including leaders as 972 compared to 908 in January 2016 an increase of 7.05%. 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 £48,655.10). Trip participants took part in a number of fundraising events - thank you to all participants for your efforts. The trip made a loss of £1,012.95 due to the exchange rate volatility which has reduced the existing designated fund. The designated fund is currently £5,501.29, which is for use against future international events.

A large number of events have taken place over the year, including Beavers having a night at the museum, Cubs spending the day at the zoo to Scouts and Explorers having an experience in London. Our thanks to Jack Fletcher as event organiser.

The Scouts and Explorer Section undertook their 'Capital Adventure' at London in October 2016, of which the event's total income of £16,321.33 and expenditure of £15,825.22 is included within these accounts.

The trustees have loaned £3,000.00 to 1st Herrington Scout Group to help with the repair work needed in their building, including flooring work. The trustees have agreed the interest free loan is repaid at £200.00 per month from 01st November 2016.

£5,000.00 has been donated to the district from the Vaux Foundation (Sir Paul Nicholson). The funds are donated to support the development of business enterprise amongst young people. The trustees are forming a plan to offer a grants scheme to youth sections in support of age-appropriate entrepreneurship within their programme.

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 30th September 2017 and signed on their behalf by:

Mr Ged Parker
District Chairman

Receipts & Payments Account

Year to 31st March 2017

	2017	2016
	£	£
Total Receipts for the Year	81,441.97	59,275.24
Total Payments for the Year	(76,439.93)	(56,448.55)
Net Receipts for the year	5,002.04	2,826.69
Cash, Bank & Similar Funds B/Fwd	44,022.92	41,196.23
Cash, Bank & Similar Funds C/Fwd	49,024.96	44,022.92

The above account and accompanying statement of assets and liabilities were approved by the trustees on 30th September 2017 and signed on their behalf by:-

Mr Ged Parker
District Chairman

Mr Kevin Wilson
District Trustee

Receipts

Year to 31st March 2017

	2017		2016
	£	£	£
SUBSCRIPTIONS	31,746.00		28,462.00
County Rebate	374.50		1,650.00
Less Paid	<u>(28,897.00)</u>		<u>(25,840.50)</u>
		3,223.50	4,271.50
INVESTMENT INCOME			
Bank Interest		106.53	106.53
FUNDRAISING			
St. George's Day	0.00		0.00
Grants	0.00		0.00
Donations	<u>5,000.00</u>		<u>0.00</u>
		5,000.00	0.00
TRAINING			
Adult Training	266.00		640.00
Young Leader Training	<u>0.00</u>		<u>180.00</u>
		266.00	820.00
SECTION ACTIVITIES			
Beavers	4,597.00		436.00
Cubs	2,787.51		10,378.00
Scouts	16,717.33		0.00
Explorers	0.00		0.00
All Sections	77.00		0.00
Young Leaders	<u>0.00</u>		<u>0.00</u>
		24,178.84	10,814.00
OTHER ACTIVITIES			
International Trip	<u>48,655.10</u>		<u>42,933.82</u>
		48,655.10	42,933.82
MISCELLANEOUS			
Badges	0.00		100.00
Explorer Subscriptions	12.00		132.00
Gift Aid	<u>0.00</u>		<u>97.39</u>
		12.00	329.39
TOTAL RECEIPTS FOR THE YEAR	<u>81,441.97</u>		<u>59,275.24</u>

Payments
Year to 31st March 2017

	2017		2016	
	£	£	£	£
TRAINING				
Adult Training	802.21		1,151.52	
Young Leader Training	716.09		903.27	
Summit17	724.80		0.00	
	<u>2,243.10</u>		<u>2,054.79</u>	
SECTION ACTIVITIES				
Beavers	4,365.21		701.18	
Cubs	2,698.02		9,515.04	
Scouts	16,223.69		0.00	
Explorers	131.30		127.10	
All Sections	1,065.56		0.00	
Young Leaders	0.00		0.00	
	<u>24,483.78</u>		<u>10,343.32</u>	
OTHER ACTIVITIES				
International Trip	49,668.05		42,586.08	
	<u>49,668.05</u>		<u>42,586.08</u>	
ADMINISTRATION EXPENSES				
AGM Expenses	0.00		123.75	
Waiting List Administrator	0.00		0.00	
Admin/Secretary Expenses	0.00		50.00	
Officers Expenses	0.00		39.66	
	<u>0.00</u>		<u>213.41</u>	
SUNDRY PAYMENTS				
St. Georges Day	0.00		0.00	
District Badges/Neckers	0.00		0.00	
New Programme Materials	0.00		928.95	
Promotion, Dev & Comms	20.00		0.00	
Bank Charges	25.00		0.00	
Young Carers Events	0.00		95.00	
Donation to Jamboree Fund	0.00		227.00	
	<u>45.00</u>		<u>1,250.95</u>	
TOTAL PAYMENTS FOR THE YEAR	<u>76,439.93</u>		<u>56,448.55</u>	

Assets & Liabilities

Year to 31st March 2017

	2017		2016	
	£	£	£	£
DEBTORS				
1 st Washington - Loan	1,400.00		1,750.00	
4 th Washington - Capitation (2014)	1,254.00		1,254.00	
1 st Herrington - Building (2016)	<u>7,000.00</u>		<u>5,000.00</u>	
		9,654.00		8,004.00
BANK ACCOUNTS				
Oxclose ASC	94.85		94.85	
HSBC Bank	100.00		100.00	
CAF Bank	6,178.09		6,681.80	
S. Term Investment Fund	<u>20,500.00</u>		<u>20,500.00</u>	
		26,872.94		27,376.65
RESTRICTED				
Enterprise Fund	5,000.00		0.00	
International Trip	5,501.29		6,514.24	
Young Carers	4.14		4.14	
Explorers - North	1,474.50		1,474.50	
Explorers - South	<u>518.09</u>		<u>649.39</u>	
		12,498.02		8,642.27
ASSETS		<u>49,024.96</u>		<u>44,022.92</u>
NON MONETARY ASSETS				
Equipment (Exp. North)		0.00		500.00
Equipment (Exp. South)		12,000.00		12,000.00
Badge Stock		600.00		700.00
NET ASSETS		<u>61,624.96</u>		<u>57,222.92</u>

Notes to the 2017 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 2017.

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