



Ely District Scout Council

Trustees Annual Report

For the Year from 1st January to 31st December 2020

Section A Reference and Administration Information

Charity Name	Ely District Scout Council
Other names the charity is known by	Ely & District Scouts
Charity Commission registered number	301094
Scout Association Registration number	10001387
Charity's principal address	1 Hardwicke Close Littleport Ely CB6 1JB

Names of the Trustees who Manage the Charity

Trustee Name	Office	Dates acted if not for whole year
Alexander Rayner	District Chair	
Graham Smith	District Commissioner	
Emma Rayner	District Secretary	
Ian Weatherall	District Treasurer	
Bob Groom	District Explorer Scout Commissioner	01/01/2020-19/10/2020
	District Scout Network Commissioner	19/10/2020-31/12/2020
Mark Bell	District Explorer Scout Commissioner	01/10/2020-31/12/2020
Abbie Wells	District Youth Commissioner	30/11/2020-31/12/2020
Darrell Gardiner	District Executive Member (Nominated)	
Adam Thorpe	District Executive Member (Nominated)	
Stuart Cree	District Executive Member (Elected)	
Joseph Rayner	District Executive Member (Elected)	01/01/2020-19/10/2020
Katherine Thompson	District Executive Member (Elected)	
Paul Bean	District Executive Member (Co-opted)	14/09/2020-31/12/2020
Elaine Chamberlain	District Executive Member (Co-opted)	14/09/2020-31/12/2020
Louise Smith	District Executive Member (Co-opted)	14/09/2020-31/12/2020
John Wells	District Executive Member (Co-opted)	14/09/2020-31/12/2020

Names & Addresses of Advisers

Type of Adviser	Name	Address
Independent Examiner	Victoria Cooper of Red Shoes Accounting Services	Unit 14 E-Space North 181 Wisbech Road Littleport Ely CB6 1RA

Section B Structure, Governance & 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 (POR).

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.

Additional Governance Issues

The District Scout Council

Ely Scout District is a constituent part of Cambridgeshire Scout County, which itself is a part of the United Kingdom Scout Association. The District Scout Council is the electoral body that supports Scouting in the District. It is the body to which the District Executive Committee is accountable. Ely District Scout Council is governed by the rules contained in the Policy, Organisation and Rules of The Scout Association (POR).

The District Executive Committee

The Executive Committee exists to support the District Commissioner in meeting the responsibilities of their appointment.

Members of the Executive Committee must act collectively as charity Trustees of the Scout District, and in the best interests of its members to:

- Comply with POR.
- Protect and maintain any property and equipment owned by and/or used by the District.
- Manage the District finances in accordance with Rules 4.59-4.66 of POR.
- Provide insurance for people, property and equipment.
- Provide sufficient resources for Scouting to operate. This includes, but is not limited to, supporting recruitment, other adult support, and fundraising activities. Fundraising will be in accordance with Rules 4.67-4.73 of POR.
- Promote and support the development of Scouting in the local area.
- Manage and implement the Safety Policy locally.
- Ensure that a positive image of Scouting exists in the local community.
- Appoint and manage the operation of any sub-Committees, including appointing a Chair to lead each sub-Committee. See paragraph 4 below for additional requirements for sub-Committees.
- Ensure that Young People are meaningfully involved in decision making at all levels within the District. All elected and constitutional bodies within the District should have, as full voting members, at least two young people between the age of 18 and 25 years old.
- Manage the opening, closure and amalgamation of Groups, Explorer Scout Units, Scout Network and Scout Active Support Units in the District as necessary.
- Appoint and manage the operation of an Appointments Advisory Committee, including appointing an Appointments Committee Chair to lead it. See paragraph 6 below for additional requirements for the District Appointments Advisory Committee.
- Supervise the administration of Groups, particularly in relation to finance and the trusteeship of property.

Risk & Internal Control

Major Risks

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 them.

The main areas of concern that have been identified are:

- Injury to Leaders, Helpers, Supporters or Members.
- Reduced Income from Fund Raising.
- Reduction or Loss of Volunteers.
- Maladministration.

Section B Structure, Governance & Management

Injury to Leaders, Helpers, Supporters or Members

The District, through the membership fees payable to the County, contributes to the Scout Association's national accident insurance policy. Risk Assessments are undertaken before all activities are undertaken.

Reduced Income from Fund Raising

The District is primarily reliant upon income from membership fees and fundraising. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Executive Committee could raise the value of membership fees to increase the income to the District on an ongoing basis, either temporarily or permanently.

Reduction or Loss of Volunteers

The District is totally reliant upon volunteers to run and administer the activities of the District.

Maladministration

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 insurance policies to ensure that insurable risks are covered. Regular meetings of the Executive committee are held at which updates on finances and administration are provided.

Section C Objectives & Activities

Summary of the Objects of the Charity Set Out in its Governing Document

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.

Co-operation - We make a positive difference; we co-operate 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
- make and live by their Promise.

Summary of the Main Activities in Relation to These Objectives

The District arranges large scale events during the course of the year containing a wide range of activities across all the programme zones of the Scouting programme, to add value to the smaller events organised by Groups.

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.

Section D Achievements & Performance

Summary of the Main Achievements of the Charity During the Year

When I became the new District Commissioner back in January 2020, who could ever imagine that by the middle of March 2020, the World and Scouting as we know it would change to where it is now due to the Covid-19 and

Section D Achievements & Performance

how this Pandemic would affect our lives. This last 10 months have been extremely challenging for us all, with our personal and business lives altered beyond all expectations and significant restrictions on meeting face to face. Everything in our daily routines has been impacted in some way; be it being made redundant, furloughed, working from home, home-schooling, restrictions on socialising and going out, safeguarding our most vulnerable, and more.

Despite all the challenges we have had to face, Groups and Sections within Ely District managed the change and took up the challenge of virtual delivery of Scouting and found that this new method allowed a different variety of meetings and activities, provided new challenges and experiences and has now become the trend, whether it be through Facebook, Zoom, Teams, Skype, or other methods. We have seen our Young People join in camps at home, baking in their own kitchens (with the bonus of the Leaders not having to clean up), pet caring, a living advent calendar and much more. Guidance and support have been forthcoming from Scout HQ to assist in this but unfortunately, various Group and District events have had to either be cancelled or postponed due to this pandemic. The wider District Team have done themselves proud by supporting its Groups and Sections over the course of this last year and worked hard to put on some very successful events, as well as sharing their knowledge and expertise to help others. Given that all involved are all volunteers, this is a remarkable effort, and everyone should all be proud of how we have managed to adapt..... Well done Team Ely!

As a District, we have formed a working group to ensure that we are able to respond in a timely and effective way to the ever-changing situation. We are continually identifying new ways in which we can support everyone to deliver their roles effectively, efficiently, and safely and improve the overall delivery of Scouting within the District. We are slowly starting to formulate plans for 2021 but with so much uncertainty it is hard to confirm things in motion at this stage, but we are all in agreement that there will be some sort of St. George's Day event and our Summer International Camp, that was originally set to take place in 2021, is now postponed to Summer 2022.

Our current priorities/activities:

Delivering the programme

- Supporting a mix of on-line and socially distanced activities (when we resume face-to-face meeting).
- Developing a District events programme that will facilitate this.

Keeping everyone safe

- Supporting the transition towards Risk Assessments for all activities.
- Providing training opportunities to all volunteers.

Motivating our volunteers

- Encouraging a supportive team culture, we are all there to help each other.
- Helping groups to recruit more leaders from a distance.
- Celebrating our successes.

January 2020 Census results showed the number of Young People and Leaders within Ely District being relatively consistent with the previous year's figures. However, we know that Covid-19 and its lockdowns will have an impact on our numbers, and we are conscious that our Adult Leadership has been affected significantly.

We are confident that the majority of our Young People will wish to continue Scouting in Ely, however we need Adults to make this happen and our focus going forward will be to support our current Leaders and Adults as well as retaining our Young People whilst they move through their Scouting journey onto Explorers, who are our new Leaders of the future and so need to ensure that this provision is well supported.

Thanks.

Graham Smith

District Commissioner

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 and fundraising activities fall short. The District Executive Committee considers that the District should hold a sum equivalent to at least 12 months running costs, circa £10,000.

The District held reserves of £10,000 against this at year end.

Section E Financial Review

Investment Policy

The District's Income and Expenditure is very small and, as a consequence, does not have sufficient funds to invest in longer-term investments such as stocks and shares. The District has therefore adopted a low-risk strategy to the investment of its funds. All funds are held in cash using only mainstream banks or CAF Bank.

The District Executive regularly monitors the levels of bank balances and the interest rates received to ensure the group obtains maximum value and income from its banking arrangements. Occasionally this may involve using an account that requires a period of notice before funds may be withdrawn, before doing so the District Executive considers the cash flow requirements.

Section F Other Optional Information



None.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full Name(s)

Alexander Rayner	Emma Rayner
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Position

District Chair	District Secretary
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Date

19th April 2021

ELY DISTRICT SCOUT COUNCIL

STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

RECEIPTS AND PAYMENTS ACCOUNT	Receipts 2020	Payments 2020	Balance 2020	General Funds	Allocated Funds	Restricted Funds	See Note	Balance 2019
RECEIPTS								
Charitable Activities	£9,592.88		£9,592.88	£7,174.17	£2,418.71	-	1a	£29,282.00
Donations Received	£350.00		£350.00	£350.00	-	-	1b	£816.74
Fundraising (Gross)	£740.85		£740.85	£740.85	-	-	1d	£3,187.40
Investment Income	£16.27		£16.27	£16.27	-	-	1e	£33.55
Asset & Investment Sales	-		-	-	-	-		-
Receipts not counting as District Income	£427.41		£427.41	£427.41	-	-	1g	£536.50
Total Receipts	£11,127.41		£11,127.41	£8,708.70	£2,418.71	-		£33,856.19

PAYMENTS								
Charitable Activities		£9,805.16	(£9,805.16)	(£8,216.20)	(£1,588.96)	-	1a	(£31,416.20)
Donations Made		-	-	-	-	-	1c	(£300.00)
Fundraising Expenses		£740.82	(£740.82)	(£740.82)	-	-	1d	(£2,751.84)
Asset & Investment Purchases		-	-	-	-	-	1f	(£684.00)
Payments not counting as District Payments		£427.41	(£427.41)	(£427.41)	-	-	1g	(£2,867.24)
Total Payments		£10,973.39	(£10,973.39)	(£9,384.43)	(£1,588.96)	-		(£38,019.28)

BALANCE								
Net Income/Expenditure before Transfers	£11,127.41	£10,973.39	£154.02	(£675.73)	£829.75	-		(£4,163.09)
Gross Transfers between Funds			-	-	-	-		-
Net Income/Expenditure for the Year			£154.02	(£675.73)	£829.75	-	1h	(£4,163.09)
Fund Balances at 1st January			£32,903.61	£18,259.92	£11,277.69	£3,366.00	2	£37,066.70
Fund Balances at 31st December			£33,057.63	£17,584.19	£12,107.44	£3,366.00	3	£32,903.61

STATEMENT OF ASSETS & LIABILITIES	Balance 2020	General Funds	Allocated Funds	Restricted Funds	See Note	Balance 2019
ASSETS						
Cash at Bank and in Hand	£33,057.63	£17,584.19	£12,107.44	£3,366.00	4	£32,903.61
Other Monetary Assets	-	-	-	-		-
Investment Assets	-	-	-	-		-
Stock Value	£484.50	£484.50	-	-	5	£408.44
Total Assets	£33,542.13	£18,068.69	£12,107.44	£3,366.00		£33,312.05
LIABILITIES						
Scrutineer's Fee Due	-	-	-	-		-
Other	-	-	-	-		-
Total Liabilities	-	-	-	-		-
NET OF ASSETS OVER LIABILITIES	£33,542.13	£18,068.69	£12,107.44	£3,366.00		£33,312.05

The above Receipts and Payments Account and Statement of Assets and Liabilities were approved by the Trustees on 25th January, 2021

Signed on the Trustees' behalf by:



Alex Rayner
District Chair



Ian Weatherall
District Treasurer

ELY DISTRICT SCOUT COUNCIL

STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

NOTES	Receipts 2020	Payments 2020	Balance 2020	General Funds	Allocated Funds	Restricted Funds	See Note	Balance 2019
1) DISTRICT RECEIPTS & PAYMENTS								
a) Charitable Activities								
Received from Groups	£26,010.00							£25,085.00
- less funds paid on to County & HQ	(£20,175.50)							(£19,507.50)
Net Membership Subscriptions	£5,834.50		£5,834.50	£5,834.50	-	-		£5,577.50
Adult Support & Training	-	£630.00	(£630.00)	(£630.00)	-	-		(£308.00)
AGM and Trustee Expenses	£5.57	£523.03	(£517.46)	(£517.46)	-	-		(£825.35)
Equipment & Trailer Storage	-	£2,700.00	(£2,700.00)	(£2,700.00)	-	-		(£900.00)
Insurance	-	£755.75	(£755.75)	(£755.75)	-	-		(£715.75)
Materials & Equipment	£404.00	£851.57	(£447.57)	(£447.57)	-	-		(£926.79)
Sundry Operational Costs	£229.10	£1,052.21	(£823.11)	(£823.11)	-	-		(£1,752.42)
Youth Programme & Activities	£3,119.71	£3,292.60	(£172.89)	(£1,002.64)	£829.75	-		(£2,283.39)
Net Charitable Activities for year	£9,592.88	£9,805.16	(£212.28)	(£1,042.03)	£829.75	-		(£2,134.20)
b) Donations Received								
from JG Amusements	£350.00	-	£350.00	£350.00	-	-		-
from ECET	-	-	-	-	-	-		£760.00
Sundry cash receipts	-	-	-	-	-	-		£56.74
Total Donations Received for year	£350.00	-	£350.00	£350.00	-	-		£816.74
c) Donations Made								
RBL Poppy Appeal	-	-	-	-	-	-		(£300.00)
d) Fundraising Events								
Scout Post	£740.85	£740.82	£0.03	£0.03	-	-		(£126.60)
Ely Fireworks Catering	-	-	-	-	-	-		£562.16
Net Fundraising for year	£740.85	£740.82	£0.03	£0.03	-	-		£435.56
e) Investment Income								
Bank Interest Received... CAF Bank	£16.27	-	£16.27	£16.27	-	-		£33.55
f) Asset & Investment Purchases								
Accessibility Equipment	-	-	-	-	-	-		(£684.00)
g) Receipts & Payments not counting as District Income or Payments								
Pass-Through Items	£427.41	£427.41	-	-	-	-		-
Transfer to Stretham & Wilburton Scout Group	-	-	-	-	-	-		(£2,330.74)
h) Net Income/Expenditure for the Year	£11,127.41	£10,973.39	£154.02	(£675.73)	£829.75	-		(£4,163.09)
Fund Balances at 1st January			£32,903.61	£18,259.92	£11,277.69	£3,366.00	2	£37,066.70
Fund Balances at 31st December			£33,057.63	£17,584.19	£12,107.44	£3,366.00	3	£32,903.61
2) FUND BALANCES AT 1ST JANUARY								
District Operational Funds			£18,259.92	£18,259.92				£21,481.90
District Explorer Scouts			£1,277.69		£1,277.69			£1,704.06
District Reserve Funds			£10,000.00		£10,000.00			£7,500.00
Scout Association Accessibility Fund			£3,366.00			£3,366.00		£4,050.00
Stretham & Wilburton Scout Group			-		-			£2,330.74
Total Funds at 1st January			£32,903.61	£18,259.92	£11,277.69	£3,366.00		£37,066.70
3) FUND BALANCES AT 31ST DECEMBER								
District Operational Funds			£17,584.19	£17,584.19				£19,759.92
District Explorer Scouts			£2,107.44		£2,107.44			£2,277.69
District Reserve Funds			£10,000.00		£10,000.00			£7,500.00
Scout Association Accessibility Fund			£3,366.00			£3,366.00		£3,366.00
Stretham & Wilburton Scout Group			-		-			-
Total Funds at 31st December			£33,057.63	£17,584.19	£12,107.44	£3,366.00	4	£32,903.61
4) CASH AT BANK AND IN HAND AT 31st DECEMBER								
District Current Accounts			£13,818.26	£10,710.82	£3,107.44	-		£14,193.55
District Deposit Accounts			£19,239.37	£6,873.37	£9,000.00	£3,366.00		£18,710.06
Cash in Hand			-	-	-	-		-
Total at 31st December			£33,057.63	£17,584.19	£12,107.44	£3,366.00		£32,903.61
5) STOCK OF BADGES (VALUE AT COST)								
Stock at Start of Year			£408.44	£408.44				£773.26
Stock Purchased			£192.94	£192.94				£152.00
Sales & Depreciation			(£116.88)	(£116.88)				(£516.82)
Stock Value at 31st December			£484.50	£484.50				£408.44



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Ely District Scout Council

**On accounts for the year
ended**

31/12/2020

**Charity no
(if any)**

301094

Set out on pages

1-14

I report to the trustees on my examination of the accounts of the above charity for the year ended **31 / 12 / 2020**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

28/05/2021

Name:

Victoria Cooper

**Relevant professional
qualification(s) or body**

AAT

Address:

Unit 14 E-space North, 181 Wisbech Road, Littleport, CB61RA