



**Scouts**

**Elstree and District**

**ELSTREE AND DISTRICT SCOUT COUNCIL  
TRUSTEE'S REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 5 APRIL 2020**

Elstree and District Scout Council  
C/O James Pugh- District Commissioner  
20 Brook Road  
BOREHAMWOOD  
WD6 5HG

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

## **Table of Contents**

<b>TABLE OF CONTENTS.....</b>	<b>2</b>
<b>2019-2020 TRUSTEES AND ADVISORS .....</b>	<b>4</b>
<b>PROPOSED 2020-2021 TRUSTEES AND ADVISORS.....</b>	<b>5</b>
<b>REPRESENTATIVES TO HERTFORDSHIRE COUNTY SCOUT COUNCIL (HCSC) .....</b>	<b>6</b>
<b>PRINCIPLE ADVISORS .....</b>	<b>7</b>
<b>CHARITABLE AIMS &amp; OBJECTIVES .....</b>	<b>8</b>
PURPOSE AND METHOD.....	8
<b>GOVERNANCE.....</b>	<b>9</b>
CHANGES TO GOVERNANCE.....	10
CONCERNS REGARDING PREVIOUS GOVERNANCE .....	10
<b>TRUSTEES' RESPONSIBILITIES .....</b>	<b>12</b>
<b>KEY POLICIES .....</b>	<b>14</b>
SAFEGUARDING POLICY.....	14
HEALTH AND SAFETY POLICY.....	14
RISK ASSESSMENT .....	14
DATA PROTECTION .....	14
COMPLAINTS .....	15
CONFLICTS OF INTEREST .....	15
INVESTMENTS POLICY.....	15
VOLUNTEER STATEMENT .....	15
<b>REVIEW OF THE YEAR.....</b>	<b>16</b>
MEMBERSHIP KEY FINDINGS.....	17
DISTRICT COMMISSIONERS STATEMENT.....	18
DISTRICT CHAIRS STATEMENT .....	19
<b>STRUCTURE AND MANAGEMENT OF THE DISTRICT.....</b>	<b>20</b>
DISTRICT COMMISSIONER .....	20
DISTRICT DEPUTY COMMISSIONER .....	20
DISTRICT CHAIR.....	20
DISTRICT YOUTH COMMISSIONER.....	20
APPOINTMENTS ADVISORY COMMITTEE.....	20
LOCAL TRAINING MANAGER.....	21
<b>SCOUTING SECTIONS:.....</b>	<b>22</b>
BEAVERS (6-8).....	22
CUBS (8-10 ½).....	22
SCOUTS (10 ½ - 14).....	22
EXPLORER SCOUTS (14-18).....	22
SCOUT NETWORK (18-25).....	23

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

<b>STRATEGIC AIMS AND PERFORMANCE .....</b>	<b>24</b>
PLANS FOR THE FUTURE .....	24
<i>Growth</i> .....	24
<i>Inclusion</i> .....	24
<i>Youth-Shaped</i> .....	24
<i>Community Impact</i> .....	24
<b>FINANCIAL HIGHLIGHTS.....</b>	<b>25</b>
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020 .....	25
<i>Statement Of Financial Activities</i> .....	25
<i>Balance Sheet At 31 March 2020</i> .....	26
NOTES TO THE FINANCIAL STATEMENTS .....	27
<i>Accounting Policies</i> .....	27
<i>Activities For Generating Funds</i> .....	29
<i>Investment Income</i> .....	29
<i>Trustees' Remuneration And Benefits</i> .....	29
<i>Comparatives For The Statement Of Financial Activities</i> .....	30
<i>Comparatives For The Statement Of Financial Activities - Continued</i> .....	31
<i>Tangible Fixed Assets</i> .....	32
<i>Stocks</i> .....	32
<i>Debtors: Amounts Falling Due Within One Year</i> .....	32
<i>Movement In Funds</i> .....	33
<i>Movement In Funds - Continued</i> .....	34
<i>Related Party Disclosures</i> .....	34
<i>Detailed Statement Of Financial Activities</i> .....	35

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **2019-2020 Trustees and Advisors**

The persons named below served as trustees during the period 1 January 2018 to the date of this report unless otherwise indicated.

<b>DISTRICT COMMISSIONER</b>	James Pugh from 17 November 2019 Helen Hawthorne to 17 November 2019
<b>DISTRICT CHAIR</b>	Moley Brown from 20 February 2020 Sandra Parnell to 20 February 2020
<b>DISTRICT TREASURER</b>	Robert Harris
<b>DISTRICT SECRETARY</b>	Julie Brennan from 7 April 2020 Josie Dunworth to 23 January 2020
<b>DISTRICT YOUTH COMMISSIONER</b>	Gemma Norman from 2 December 2019 James Pugh to 17 November 2019
<b>DISTRICT DEPUTY COMMISSIONER</b>	David Smith from 4 December 2019

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Proposed 2020-2021 Trustees and Advisors**

The persons named below are to serve as trustees during the period 17 June 2020 to the date of the AGM for the financial year 2021-2022. This is to be ratified at an Annual General Meeting.

<b>DISTRICT COMMISSIONER</b>	James Pugh
<b>DISTRICT CHAIR</b>	Moley Brown
<b>DISTRICT TREASURER</b>	Robert Harris
<b>DISTRICT SECRETARY</b>	Julie Brennan
<b>DISTRICT YOUTH COMMISSIONER</b>	Gemma Norman
<b>DISTRICT DEPUTY COMMISSIONER</b>	David Smith
<b>ELECTED MEMBERS</b>	Fatma Mussa Vacant
<b>NOMINATED MEMBERS</b>	David Cox Dawn Davey

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

**Representatives to Hertfordshire County Scout Council (HCSC)**

**ELECTED MEMBERS**

Caron Curnow

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Principle Advisors**

### **INDEPENDENT EXAMINER**

Anthony Gold FCA

### **PRINCIPLE BANKERS**

Barclays Bank Plc- St Albans  
Leicestershire,  
LE87 2BB  
Leicester  
England

### **INVESTMENT BANKERS**

NS&I  
Sunderland  
SR43 2SB

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Charitable Aims & Objectives**

The Elstree and District Scout Council is an unincorporated association and an excepted charity under the umbrella of The Scout Association Royal Charter. It operates in accordance with the provisions of the Charities Act 2011 and The Scout Association's regulations laid down in Policy, Organisation and Rules (POR), which are subject to change from time to time and include an operational constitution for Scout Counties. The Council also operates under the names of Elstree District Scouts, Elstree Scouts and Elstree District Scout Council.

## **Purpose and Method**

The purpose of the Charity is the promotion and development of Scouting in Elstree and District (which includes, but is not limited to: Aldenham, Borehamwood, Elstree, Radlett, Shenley and Letchmore Heath), and actively engaging and supporting young people in their personal development empowering them to make a positive contribution to society, in partnership with adults, young people take part in fun indoor and outdoor activities. They learn by doing, share in spiritual reflection, take responsibility and make choices, undertake new and challenging activities and live their Scout Promise.

The Trustees have a duty to report on the Council's public benefit in their Annual Report. The Trustees have assessed our aims, activities and charitable objectives, which are to contribute to 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. They believe that they have met the Charity Commission's public benefit criteria both for the advancement of education and the advancement of citizenship and community development.

The charity has complied with the two key principles set by the Commission with regard to public benefit. The way in which Scouting is carried out helps young people in their personal development, empowering them to make a positive contribution to society, this benefit is directly linked to the Purpose of Scouting. Elstree and District Scouts is part of a national Movement open to young people aged 6 —25 and adults willing to make the Scout Promise. The benefits of scouting are not constrained by a member's ability to pay. Local and national arrangements exist to waive subscriptions and other costs, and for the provision of uniforms and the cost of activities so that young people are not excluded from activities if they are unable to pay.



**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Governance**

The Charity is governed by the District Executive Committee, who are the trustees, which meets twelve times a year.

The District Executive Committee consists of:

Ex-officio members who have a role on the Committee due to their role in Scouting. These include:

- District Chairman;
- District Commissioner;
- District Secretary;
- District Treasurer;
- District Scout Network Leader;
- District Explorer Scout Commissioner.

Elected members stand for election at the Annual General Meeting and are elected by the District Scout Council to take on the role; a resolution is to be passed that there will be two Elected Members.

Nominated members are nominated by the District Commissioner in partnership with the District Chair and approved at the Annual General Meeting; there must be no more nominated members than elected members.

Co-opted members are chosen to take on a role by the District Executive Committee due to specific skills or knowledge useful to the committee; there must be no more co-opted members than elected members. POR rule 4.25 covers the membership of the District Executive Committee in detail.

The membership is set up this way to ensure that the interests of the District Council and the District Commissioner are represented, and balanced. It also serves to broaden the membership of the Executive – possibly to bring in people from other parts of the local community.

Members of Executive Committee are required by the Scout Association to undertake appropriate training, which is available online.

The County Commissioner and County Chair have the right of attendance at the District Executive Committee as do the District Commissioner and District Chair on the executive committee meetings of groups within the District.

Some matters including the advising on appointment of adults and the administration of awards are delegated to Sub-Committees which in turn report to and make recommendations for consideration by the Executive Committee.

The Executive Committee is supported by specialists with expertise in specific areas including young people and adult training at both District and Group levels and to ensure required standards are met in respect of safety and safeguarding of both young people and adults, health and safety and inclusion.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## Changes to Governance

During the year, and upon appointment of a new District Commissioner, it became apparent that the District Executive Committee required restructuring. The District Commissioner restructured the executive committee in line with Policy, Organisation and Rules (POR), and guidance issued from The Scout Association.

In lieu of holding an Extraordinary General Meeting or Special General Meeting, the District Executive Committee consisted of Ex-Officio members, as highlighted in the section '2019-2020 Trustees and Advisors'

The previous structure of the District Executive Committee did not reflect best practise and guidance issued from The Scout Association, nor could a relevant constitution stating this was how the committee was to be formed, be found.

Despite best efforts, the District Commissioner was unable to source an original copy of any previous constitution, due to this, POR Rule 4.25 came into force within the District.

## Concerns regarding previous Governance

The current executive committee have analysed areas which cause significant concern from the previous structuring of the executive committee and actions of the previous executive committee

<b>Principle Concern</b>	<b>Remedial Action</b>	<b>Status</b>	<b>Expected Completion Date</b>
Lack of democratic process at executive committee meetings.	During restructuring of executive committee, the chair was informed of their duty to ensure where necessary, decisions were made with democratic process	Completed	
Inadequate records of previous general meetings.	Minutes are now taken and stored on a dedicated secure 'Leaders Portal', a physical copy will also be stored.	Completed	
Some accounts, which fell under the jurisdiction of the district required only a	Funds from these accounts are now being transferred into new accounts which require	In progress	15/06/2020

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

single signatory to authorise. Failure to properly insure District Assets	at least two signatories to authorise. Unity (Scout Insurance Services) have been contacted, and the District are in the process of arranging full insurance and compiling a list of assets which belong to the District.	In Progress	15/06/2020
Failure to present accounts at AGM 17 June 2019	Accounts will be presented at AGM 15 June 2020	In Progress	15/06/2020
Failure to register as a 'Registered Charity' despite income being in excess of £5,000	Elstree and District Scouts is now a registered Charity	Complete	18/05/2020

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Trustees' Responsibilities**

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 the Policy, Organisation and Rules of The Scout Association.
- Protect and maintain any property and equipment owned by and/or used by the District.
- Manage the District finances.
- 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.
- 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 Chairmen to lead the sub- Committees
- Ensure that Young People are meaningfully involved in decision making at all levels within the District
- The opening, closure and amalgamation of Groups, Explorer Scout Units, Scout Network and Scout Active Support Units as necessary.
- Appoint and manage the operation of an Appointments Advisory Committee, including appointing an Appointments Advisory Committee chairman to lead it.
- Supervising the administration of groups, particularly in relation to finance and the trusteeship of property.

The Executive Committee must also:

- Appoint Administrators, Advisers, and Co-opted members of the Executive Committee.
  - Approve the Annual Report and Annual Accounts after their examination by an appropriate auditor, independent examiner or scrutineer.
  - Present the Annual Report and Annual Accounts to the Scout Council at the Annual General Meeting; file a copy with the County Executive Committee; and if a registered charity, to submit them to the appropriate charity regulator. (See Rule 13.3)
  - Maintain confidentiality with regard to appropriate Executive Committee business. Where staff are employed, act as a responsible employer in accordance with Scouting's values and relevant legislation.
- Ensure line management responsibilities for employed staff are clearly established and communicated.

Collectively and individually they must:

- Use reasonable care and skill in their work as trustees.
- Use their personal skills and experience in their work as trustees.
- Obtain external professional, specialist advice when needed.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

- Act honestly and reasonably in the interests of the charity at all times.
- Use charitable funds only in the furtherance of the charity's objectives.
- Safeguard the charity's finances ensuring that the charity is and will remain solvent and avoid undue risks.
- Ensure that the charity complies with charity law and the requirements of the appropriate charity regulator.
- Ensure that the charity follows the rules set out in its governing document (Policy, Organisation and Rules).
- Act with integrity and avoid any personal conflicts of interest or misuse of charity funds or assets.

The trustees are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England and Wales/Scotland requires the trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the charity of the incoming resources and application of resources of the charity for that period. In preparing the financial statements, the trustees are required to:

- 1) select suitable accounting policies and apply them consistently;
- 2) observe the methods and principles in the Charities SORP 2015 (RS102);
- 3) make judgements and estimates that are reasonable and prudent;
- 4) follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- 5) prepare the financial statements on a going concern basis, unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy, at any time the financial position of the Charity, enabling them to ensure that the financial statements comply with the Charities Act 2011 and Trustee Investment (Scotland) Act 2009, the Charities Accounts (Scotland) Regulations 2006 as amended and the provisions of the Charity's Constitution. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information including that on the Council's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Key Policies**

### **Safeguarding Policy**

It is the policy of The Scout Association to safeguard the welfare of all members by protecting them from physical, sexual and emotional harm. As a district we are fully committed to complying with this policy in all respects and it is the responsibility of all our members to ensure that this is done.

The District Commissioner generally takes the lead on handling all local safeguarding cases, working with The Scout Association to resolve incidents. This may occasionally be delegated or handled at a different level within the organisation.

In compliance with DBS (Disclosure and Barring Service) requirements checks are completed on all adults who may be expected to be involved in "designated activities" with young people through Scouting. This process minimises risks of contact with inappropriate persons and safeguards the reputation of the Charity, The Scout Association and its members.

### **Health and Safety Policy**

It is the trustees' policy to provide scouting in a safe manner and in a safe environment without risk to health, as far as is reasonably practicable, and to ensure that the District complies with all the requirements of The Scout Association safety policy as laid out in Policy, Organisation and Rules (POR).

The District Commissioner generally takes the lead on handling all local safety concerns, working with The Scout Association to resolve incidents. This may occasionally be delegated or handled at a different level within the organisation.

### **Risk Assessment**

The Trustees of the Charity work to identify, monitor, review and manage the major operational and business risks that it faces on an ongoing basis. It is recognised that the nature of its work requires active acceptance and management of some risks in undertaking activities in order to achieve the Association's objectives.

A comprehensive set of policies and rules is provided by The Scout Association applicable to the national movement, which are rigorously enforced and routinely monitored by the Executive Committee and through regular reporting to the trustees. Comprehensive insurance policies exist to ensure that all reasonable risks are covered.

### **Data Protection**

The Charity have updated their Privacy and Data Protection Policies for both Scouting Operations and The trustees adopted The Scout Association Data Protection and Privacy Policies with slight amendments specific to Elstree and District.

The District Chairperson generally takes the lead on all matters relating to Data Protection, although this may sometimes be delegated to the District Commissioner. The District Team have been regularly reminded of the

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

implications of these policies and to make changes to their processes where necessary. The Charity will be reviewing the different teams regularly to ensure they are complying with the policies.

### **Complaints**

It is the policy of The Scout Association to have a fair and open process for dealing with concerns and complaints raised by members and non-members that directly affect them or their children in Scouting.

### **Conflicts of Interest**

Trustees are expected to act with integrity and avoid any personal conflicts of interest or misuse of charity funds or assets. Should a situation arise where there may be a conflict of interest, the District Chair should be made aware of these. The District Chair can then take appropriate action to decide if this conflict can be managed.

Trustees are permitted to hold trusteeships and roles at other levels within the organisation; however, this must be clearly communicated to the District Chair so they are aware, which will then be considered if and/or where necessary.

### **Investments Policy**

Funds not immediately required must be transferred into a suitable investment account held in the name of the District. District funds must be invested as specified by the Trustee Act 2000. District funds may be invested in one of the special schemes run by Headquarters.

### **Volunteer Statement**

The Charity is completely dependent on volunteers, most volunteers hold defined roles within scouting as leaders or supporters, some of whom may hold more than one role. In addition, there are many other volunteers whose services are enjoyed by the District and its Groups. Many volunteers give two or more nights a week plus many weekends. The majority of volunteers including members of Executive Committees are required to undergo compulsory formal training appropriate to their roles.

As always, we would like to thank every volunteer for their contribution, directly, or indirectly to the delivery of Scouting to the young people of Elstree and District. The commitment of our adult teams at a District and Group level is immense and, we know that our young people benefit immeasurably from this generosity.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

## Review of the Year

A census is completed annually normally at 31 January covering all sections all Groups across the District.

- At 31 January 2020 overall membership was 463.
- Overall there was a increase of 50 people, up 12.11% on 2019.
- The number of young people has increased by 60, up 20.20% on 2019
- The number of adults in leadership roles also decreased by 3 down 3.45% on 2019

The numbers reported through the census were as follows:

Census of Membership in Elstree and District  
 For the year ending 31 January 2020

	2019*			2020				2020 vs 2019			
	Male	Female	Total	Male	Female	Self-identify	Prefer not to say	Total	Male	Female	Total
<b>YOUTH MEMBERSHIP</b>											
Beaver Scouts	81	10	91	78	10	0	0	88	-3	-	-3
Cub Scouts	98	11	109	96	18	0	0	114	-2	+7	+5
Scouts	69	11	80	88	16	0	0	104	+19	+5	+24
Explorer Scouts	14	3	17	18	10	0	0	28	+4	+7	+11
Network Members	0	0	0	12	11	0	0	23	+12	+11	+23
<b>TOTAL YOUTH MEMBERSHIP</b>	<b>262</b>	<b>35</b>	<b>297</b>	<b>292</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>357</b>	<b>+30</b>	<b>+30</b>	<b>+60</b>
<b>ADULT MEMBERSHIP</b>											
<b>SECTION LEADERSHIP TEAM ROLES</b>											
Section Leaders	29	27	56	7	10	0	0	17	-22	-17	-39
Assistant Section Leaders				21	17	0	0	38	+21	+17	+38
Section Assistants	2	0	2	0	1	0	0	1	-2	+1	-1
<b>TOTAL ADULT SECTION LEADERSHIP TEAM</b>	<b>31</b>	<b>27</b>	<b>58</b>	<b>28</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>-3</b>	<b>+1</b>	<b>-2</b>
Young Leaders	6	0	6	2	3	0	0	5	-4	+3	-1
<b>TOTAL SECTION LEADERSHIP TEAM MEMBERS</b>	<b>37</b>	<b>27</b>	<b>64</b>	<b>30</b>	<b>31</b>	<b>0</b>	<b>0</b>	<b>61</b>	<b>-7</b>	<b>+4</b>	<b>-3</b>
<b>MANAGER ROLES</b>											
Group Scout Leaders	3	3	6	3	2	0	0	5	-	-1	-1
Assistant Group Scout Leaders	1	2	3	2	1	0	0	3	+1	-1	-
District Commissioners	0	2	2	1	0	0	0	1	+1	-2	-1
Deputy District Commissioners				1	0	0	0	1	+1	-	+1
District Explorer Scout Commissioners	0	0	0	0	0	0	0	0	-	-	-
District Youth Commissioners				0	1	0	0	1	-	+1	+1
<b>TOTAL MANAGER ROLES</b>	<b>4</b>	<b>7</b>	<b>11</b>	<b>7</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>+3</b>	<b>-3</b>	<b>-</b>
<b>GOVERNANCE ROLES</b>											
Group Office Bearers & Exec Members	8	16	24	12	12	0	0	24	+4	-4	-
District Office Bearers & Exec Members	0	3	3	1	2	0	0	3	+1	-1	-
<b>TOTAL GOVERNANCE ROLES</b>	<b>8</b>	<b>19</b>	<b>27</b>	<b>13</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>27</b>	<b>+5</b>	<b>-5</b>	<b>-</b>
<b>SUPPORT ROLES</b>											
Group Administrators	0	0	0	0	1	0	0	1	-	+1	+1
Group Skills Instructors	0	0	0	0	0	0	0	0	-	-	-
Other Group Adults	1	2	3	0	0	0	0	0	-1	-2	-3
<b>TOTAL GROUP SUPPORT ROLES</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>-1</b>	<b>-1</b>	<b>-2</b>
Deputy District Youth Commissioners				0	0	0	0	0	-	-	-
Assistant District Commissioners				1	1	0	0	2	+1	+1	+2
District Leaders				0	0	0	0	0	-	-	-
District Scouters	1	1	2	1	1	0	0	2	-	-	-
District Administrators	0	0	0	0	0	0	0	0	-	-	-
District Skills Instructors	2	1	3	1	0	0	0	1	-1	-1	-2
Other District Support roles	7	5	12	2	4	0	0	6	-5	-1	-6
<b>TOTAL DISTRICT SUPPORT ROLES</b>	<b>10</b>	<b>7</b>	<b>17</b>	<b>5</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>-5</b>	<b>-1</b>	<b>-6</b>
Scout Active Support	0	0	0	0	0	0	0	0	-	-	-
<b>TOTAL SUPPORT ROLES</b>	<b>11</b>	<b>9</b>	<b>20</b>	<b>5</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>-6</b>	<b>-2</b>	<b>-8</b>
<b>TOTAL ADULT ROLES</b>	<b>54</b>	<b>62</b>	<b>116</b>	<b>53</b>	<b>53</b>	<b>0</b>	<b>0</b>	<b>106</b>	<b>-1</b>	<b>-9</b>	<b>-10</b>
<b>TOTAL MEMBERSHIP</b>	<b>316</b>	<b>97</b>	<b>413</b>	<b>345</b>	<b>118</b>	<b>0</b>	<b>0</b>	<b>463</b>	<b>+29</b>	<b>+21</b>	<b>+50</b>
Total Membership due to pay the Headquarters Membership Subscription (Total of Youth Membership excluding Scout Network)								334			
<b>OPERATIONAL UNITS</b>											
Beaver Scout Colonies	5			5					-		
Cub Scout Packs	6			6					-		
Scout Troops	5			5					-		
Explorer Scout Units, including YL Units	2			2					-		
Scout Networks	0			1					+1		
Scout Active Support Units	0			0					-		
Groups	6			6					-		



**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## Membership Key Findings

Female youth membership continues to rise, albeit gradually. The District continues to offer Scouting to as wide an audience that is possible. Increased inclusivity was one of the four pillars nationally of the Towards 2018 strategy, which Elstree and District Scout Council and it's 6 groups support.

The inclusion element of the national scouting strategy charges all Groups and Units with the task of "being reflective of the communities in which we operate". There have been some improvements and significant local initiatives continue to improve this ratio. We will continue to seek opportunities at District and Group level to encourage people from all parts of our society to join the largest mixed youth organisation in the UK.

"Waiting Lists" continue to be significant within the district. Waiting Lists represent the number of people of Scouting age who cannot currently join the organisation and, are awaiting places to become available. Despite best efforts, the number of young people awaiting places across Elstree and District has increased to 117, from 59 in 2019 due to the continued positive interest in our movement. The key solution to this issue is the continued recruitment of additional adult volunteers and, availability of meeting venues. The District and their executive committee will take any and all reasonable steps to reduce this waiting list, and provide Skills for Life to more young people across our area.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

**District Commissioners Statement**

[JAMES]

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

**District Chairs Statement**

[MOLEY]

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Structure and Management of the District**

### **District Commissioner**

James Pugh

The District Commissioner is responsible for the overall operations and management of the District His role is to manage and support the Scout District to ensure it runs effectively and that Scouting within the District develops in accordance with the rules and policies of The Scout Association so that that the District provides good quality Scouting for young people and proactively supports and manages adults in the District.

### **District Deputy Commissioner**

David Smith

The District Deputy Commissioner supports the District Commissioner in the day-to-day operation of the Scout District , specifically helping to oversee local appointment reviews and managing the local awards advisory group.

### **District Chair**

Moley Brown

The District Chair oversees the District Executive Committee and assists the District Commissioner in the effective operation of the Scout District by leading and supporting District administrators in accordance with Policy Organisation and Rules of The Scout Association. The District Chair also acts as the line manager for members of the District Executive Committee, and for members of local group executive committees where a Group Chairperson is not in place. She also acts as the line manager for Group Chairpersons.

### **District Youth Commissioner**

Gemma Norman

As a member of the District Leadership Team the District Youth Commissioner works in partnership with the District Commissioner and Chairperson of the District Executive Committee. The role is to ensure that young people from 6 – 25 years are involved and engaged in every decision that shapes their Scouting experience locally and to empower young people to share their ideas and have a meaningful voice in planning, implementing and reviewing their programme and opportunities.

### **Appointments Advisory Committee**

Chairperson: Helen Hawthorne

Secretary: Ann Hale

The Appointments Advisory Committee's main function is to assist in the process of appointing and reviewing adults in Scouting by advising on their suitability for any roles they may wish to take within scouting. The Appointments Advisory Committee is a mandatory sub-committee of the District Executive Committee

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

**Local Training Manager**

Simon Pyzer

The District Commissioner has liaised with the County Training Manager and County Appointments Advisory Committee to appoint a Local Training Manager within the district, it is his responsibility to oversee training within the District and support District Training Advisors within their role, as well as act as the Training Advisors for Managers and Supporters within the District (excluding the District Commissioner, whose training is managed by the County Training Manager)

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Scouting sections:**

Scouting operates in five age-based sections from 6 to 25 years old.

### **Beavers (6-8)**

Beavers are our youngest members. They usually meet weekly and take part in a wide range of activities including games, crafts, visits and, a wide range of outdoor activities.

Due to rule changes for Beavers, more and more are now spending time at camp and experiencing nights under canvas as well as in buildings at Hertfordshire Scout Activity Centres, and other centres that are able to help provide residential experiences to our young people.

### **Cubs (8-10 ½)**

A Cub Scout Pack is split into smaller teams called "Sixes", which are led by a "Sixer" and supported by a "Secunder". Cubs take part in a wider range of activities designed to be progressive, interesting and challenging for their age range. A Cub Scout meeting consists of games, activities and early skills training with increased amount of time spent outdoors.

Camps and introductions to adventurous activities are some of the most memorable events of the year for Cubs.

### **Scouts (10 ½ - 14)**

Each Scout Troop consists of small units of six to eight Scouts called a "Patrol", led by a Patrol Leader, supported by an Assistant Patrol Leader. Outdoor activities feature prominently, with the highlight usually being camping. Throughout the year, Scouts learn and develop various skills, such as map reading, camp cooking and first aid in preparation for camp and other activities/events.

Introductions to Hiking in challenging environments, orienteering and Rock climbing, potholing, and international experiences are just some of the things that start the further progression towards even more adventurous activities.

### **Explorer Scouts (14-18)**

Explorers are encouraged to lead themselves in deciding the programme and direction of the Unit, with support and guidance from adult leaders. The section also includes the Young Leaders' Scheme, where young people are able to take on a leadership role in one of the younger sections.

A significant proportion of Young Leaders join us directly and temporarily from the Duke of Edinburgh's Award or vocational training, to complete the volunteering elements of their courses or awards. Many of them stay on after their compulsory attendance periods when they find out how much fun and adventure we can provide for them.

There is wider scope for more adventurous activities like offshore sailing, campaigning, performing, parasailing, mountaineering and expeditions in the UK and internationally.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

**Scout Network (18-25)**

Scout Network is the fifth section of the Scouting movement. Scout Network members organise their own programme to match the availability of the members and take part in a variety of activities with the support of a Scout Network Leader.

Example activities include abseiling, camping, climbing, go-karting, gorge walking, hiking, pioneering, water-sports and international expeditions.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## **Strategic Aims and Performance**

In May 2018, The Scout Association launched its 2018 to 2023 strategy, "Skills for life", which sets out an ambitious plan and vision for the future of Scouting. The new strategy retained the core elements of helping Scouting grow by, being more inclusive, maintaining a youth shaped focus and making a bigger impact on local communities. The overall aim remains to prepare young people to become active citizens and equip them better with skills they can use during the rest of their lives. The Districts and its Groups are all working together to deliver these key strategic objectives.

### **Plans for the future**

The outlook for Scouting in Elstree and District is very strong, as we continue to be seen by young people, their parents and others as highly motivated, professional and dedicated teams of people who do great things for others. Scouting will be shaped by young people in partnership with adults, be enjoyed by more young people and adult volunteers and reflect the diversity of the community in which we live. As mentioned elsewhere in this report, our waiting lists have grown illustrating the desire of young people to join, and the confidence of their parents, in our Movement.

### **Growth**

The need to attract new adult volunteers remains a key objective if we are to open new Sections and Groups across all the District in the years to come and reduce the length of our current waiting lists. The national membership aspirations are to attract 50,000 more young people aged 6-18 supported by 10,000 more section leaders by 2023 and Elstree and District will aim to match those targets proportionally with a continued aim to offer more young people opportunities that Scouting has to offer, especially in disadvantaged communities.

### **Inclusion**

Our aim is for the demographic of adult volunteers to be more representative of the communities in which we live and to make Scouting for young people easily accessible for all.

### **Youth-Shaped**

This objective is designed to place our young people at the heart of our decision-making processes and to encourage them to become Young Leaders. This will be the main responsibility of our District Youth Commissioner.

### **Community Impact**

Scouting has its roots in the local communities where we meet and our aim in coming years is to make a significant and relevant contribution to wider society. We already enjoy a great deal of civic support throughout the district, but our aim is to make a greater contribution to community projects and have a stronger voice on issues that affect young people.



**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

## Financial Highlights

### Accounts For The Year Ended 31 March 2020

#### Statement Of Financial Activities

	Notes	Unrestricted funds £	Restricted funds £	Year Ended 31.3.20 Total funds £	Period 1.1.18 to 31.3.19 Total funds £
<b>INCOMING RESOURCES FROM</b>					
Voluntary income		-	-	-	813
<b>Incoming resources from charitable activities</b>					
General activities		-	-	-	11
Capitation fees receivable		15,552	-	15,552	27,399
Gradbach receivable		-	-	-	1,290
Jamboree income		1,552	-	1,552	3,375
Other income receivable		206	-	206	-
Explorers' income		4,184	-	4,184	2,387
Cubs income		77	-	77	-
Activities for generating funds	2	277	-	277	213
Investment income	3	389	365	754	1,029
<b>Total</b>		22,237	365	22,602	36,517
<b>RESOURCES EXPENDED ON</b>					
Costs of generating funds		4,211	-	4,211	3,068
<b>Charitable activities</b>					
Capitation payable to Hertfordshire County		14,048	-	14,048	25,697
General activities		1,926	-	1,926	834
Gradbach payable		241	-	241	1,141
Jamboree expenses		921	-	921	6,370
<b>Total</b>		21,347	-	21,347	37,110
<b>NET INCOME/(EXPENDITURE)</b>		890	365	1,255	(593)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		39,840	83,623	123,463	124,056
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>40,730</u>	<u>83,988</u>	<u>124,718</u>	<u>123,463</u>

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

**Balance Sheet At 31 March 2020**

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total funds £	31.3.19 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	6	3,000	-	3,000	3,000
<b>CURRENT ASSETS</b>					
Stocks	7	500	-	500	500
Debtors	8	2,924	-	2,924	2,924
Cash at bank and in hand		<u>34,306</u>	<u>83,988</u>	<u>118,294</u>	<u>117,039</u>
		37,730	83,988	121,718	120,463
		<u>37,730</u>	<u>83,988</u>	<u>121,718</u>	<u>120,463</u>
<b>NET CURRENT ASSETS</b>					
		40,730	83,988	124,718	123,463
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>40,730</u>	<u>83,988</u>	<u>124,718</u>	<u>123,463</u>
<b>NET ASSETS</b>					
		<u>40,730</u>	<u>83,988</u>	<u>124,718</u>	<u>123,463</u>
<b>FUNDS</b>					
	9			40,730	39,840
Unrestricted funds				<u>83,988</u>	<u>83,623</u>
Restricted funds				<u>124,718</u>	<u>123,463</u>
<b>TOTAL FUNDS</b>					

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

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**Moley Brown**  
District Chair

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**James Pugh**  
District Commissioner

The notes form part of these financial statements

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

## Notes To The Financial Statements

### 1. Accounting Policies

#### Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

#### Taxation

The charity is exempt from tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
FOR THE YEAR ENDED 5 APRIL 2020

over the period of the lease.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

**2. Activities For Generating Funds**

	Year Ended 31.3.20	Period 1.1.18 to 31.3.19
	£	£
Badge income	<u>277</u>	<u>213</u>

**3. Investment Income**

	Year Ended 31.3.20	Period 1.1.18 to 31.3.19
	£	£
Deposit account interest	<u>754</u>	<u>1,029</u>

**4. Trustees' Remuneration And Benefits**

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the period ended 31 March 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the period ended 31 March 2019.

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

**5. Comparatives For The Statement Of Financial Activities**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOMING RESOURCES FROM</b>			
Voluntary income	813	-	813
<b>Incoming resources from charitable activities</b>			
General activities	11	-	11
Capitation fees receivable	27,399	-	27,399
Gradbach receivable	1,290	-	1,290
Jamboree income	3,375	-	3,375
Explorers' income	2,387	-	2,387
Activities for generating funds	213	-	213
Investment income	<u>1,029</u>	<u>-</u>	<u>1,029</u>
<b>Total</b>	<b>36,517</b>	<b>-</b>	<b>36,517</b>
<b>RESOURCES EXPENDED ON</b>			
Costs of generating funds	3,068	-	3,068
<b>Charitable activities</b>			
Capitation payable to Hertfordshire County	25,697	-	25,697
General activities	834	-	834
Gradbach payable	1,141	-	1,141
Jamboree expenses	6,370	-	6,370

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

5. **Comparatives For The Statement Of Financial Activities - Continued**

	Unrestricted funds £	Restricted funds £	Total funds £
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Total</b>	37,110	-	37,110
	<u>          </u>	<u>          </u>	<u>          </u>
<b>NET INCOME/(EXPENDITURE)</b>	(593)	-	(593)
<b>Transfers between funds</b>	<u>(83,623)</u>	<u>83,623</u>	<u>-</u>
<b>Net movement in funds</b>	(84,216)	83,623	(593)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	124,056	-	124,056
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>39,840</u>	<u>83,623</u>	<u>123,463</u>

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

**6. Tangible Fixed Assets**

		Plant and machinery etc £
<b>COST</b>		
At 1 April 2019 and 31 March 2020		<u>3,000</u>
<b>NET BOOK VALUE</b>		
At 31 March 2020		<u>3,000</u>
At 31 March 2019		<u>3,000</u>

**7. Stocks**

	31.3.20	31.3.19
	£	£
Stock of badges	<u>500</u>	<u>500</u>

**8. Debtors: Amounts Falling Due Within One Year**

	31.3.20	31.3.19
	£	£
Amounts owed by groups	<u>2,924</u>	<u>2,924</u>



**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

9. **Movement In Funds**

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
General fund	36,406	(293)	36,113
Explorers fund	710	119	829
Jamboree fund	891	987	1,878
Cubs fund	<u>1,833</u>	<u>77</u>	<u>1,910</u>
	39,840	890	40,730
<b>Restricted funds</b>			
Loan development fund	40,000	-	40,000
Grant development fund	<u>43,623</u>	<u>365</u>	<u>43,988</u>
	<u>83,623</u>	<u>365</u>	<u>83,988</u>
<b>TOTAL FUNDS</b>	<u><u>123,463</u></u>	<u><u>1,255</u></u>	<u><u>124,718</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	16,068	(16,361)	(293)
Explorers fund	4,184	(4,065)	119
Jamboree fund	1,908	(921)	987
Cubs fund	<u>77</u>	<u>-</u>	<u>77</u>
	22,237	(21,347)	890
<b>Restricted funds</b>			
Grant development fund	365	-	365
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u><u>22,602</u></u>	<u><u>(21,347)</u></u>	<u><u>1,255</u></u>

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
 FOR THE YEAR ENDED 5 APRIL 2020

**9. Movement In Funds - Continued**

**Comparatives for movement in funds**

	At 1.1.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
<b>Unrestricted funds</b>				
General fund	23,273	1,846	11,287	36,406
Development fund	98,047	-	(98,047)	-
Explorers fund	1,045	(335)	-	710
Jamboree fund	1,691	(2,104)	1,304	891
Cubs fund	-	-	1,833	1,833
	<u>124,056</u>	<u>(593)</u>	<u>(83,623)</u>	<u>39,840</u>
<b>Restricted funds</b>				
Loan development fund	-	-	40,000	40,000
Grant development fund	-	-	43,623	43,623
	<u>-</u>	<u>-</u>	<u>83,623</u>	<u>83,623</u>
<b>TOTAL FUNDS</b>	<u>124,056</u>	<u>(593)</u>	<u>-</u>	<u>123,463</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	29,864	(28,018)	1,846
Explorers fund	2,387	(2,722)	(335)
Jamboree fund	4,266	(6,370)	(2,104)
	<u>36,517</u>	<u>(37,110)</u>	<u>(593)</u>
<b>TOTAL FUNDS</b>	<u>36,517</u>	<u>(37,110)</u>	<u>(593)</u>

**10. Related Party Disclosures**

There were no related party transactions for the year ended 31 March 2020.

## Detailed Statement Of Financial Activities

	Year Ended 31.3.20 £	Period 1.1.18 to 31.3.19 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Previous year differences	-	813
<b>Activities for generating funds</b>		
Badge income	277	213
<b>Investment income</b>		
Deposit account interest	754	1,029
<b>Incoming resources from charitable activities</b>		
Capitation fees receivable	15,552	27,399
Gradbach receivable	-	1,290
Jamboree income	1,552	3,375
Explorers' income	4,184	2,387
Cubs income	77	-
Other income receivable	<u>206</u>	<u>11</u>
	<u>21,571</u>	<u>34,462</u>
<b>Total incoming resources</b>	<b>22,602</b>	<b>36,517</b>

**ELSTREE AND DISTRICT SCOUT COUNCIL**  
**TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED 31 MARCH 2020**

**Resources Expended**

**Costs of generating voluntary income**

Fundraising expenses	-	116
Badge costs	146	230
Explorers' expenses	<u>4,065</u>	<u>2,722</u>
	4,211	3,068

**Charitable activities**

Well End container rental	110	600
Gradbach expenditure	241	1,141
District activities	-	51
Jamboree expenses	921	6,370
Subscriptions payable	14,028	25,697
Poppy appeal	<u>42</u>	<u>63</u>
	15,342	33,922

**Support costs**

**Management**

Repairs and renewals	20	-
Banners and signage	666	-
Carried forward	686	-

**Management**

Brought forward	686	-
Clothing	486	-
Computer and website	432	-
Sundries	-	120
Skip hire	<u>190</u>	<u>-</u>
	<u>1,794</u>	<u>120</u>

Total resources expended	<u>21,347</u>	<u>37,110</u>
<b>Net income/(expenditure)</b>	<u>1,255</u>	<u>(593)</u>