



**Ware District Scout Council  
Trustees Annual Report  
1 January to 31 December 2023**



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## A. Reference and Administration Details

Report for the period 1 January 2023 to 31 December 2023

Charity name: Ware District Scout Council  
Other names the charity is known by: Ware & District Scouts  
Registered charity number: 302624  
Scout Association registration number: 10001449  
Principal address: District Scout Headquarters, Broadmeads  
Ware, Hertfordshire SG12 9HY  
Website: [warescouts.org.uk](http://warescouts.org.uk)

### Trustees for the period 1 January to 31 December 2023

Trustee Name	Office (if any)	Dates acted if not for the whole year
David Allen	Chair	
Geoff Addy	Treasurer	
Paul Stretch	District Commissioner	
Ollie Rose	District Explorer Commissioner	
Peter Raymen	District Appointments Chair	
Keith Jennings		
Gavin Miles		
Megan Allen		

## **B. Structure, Governance and Management**

The Charity's governing documents are those of The Scout Association. They consist of a Royal Charter which in turn gives authority to the By-laws of the Association and the Policy, Organisation and Rules of The Scout Association and the Constitution of Ware District Scout Council.

Ware District Scout Council ('the District') is a trust established under its rules which are common to all Scouts.

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

The Charity is managed by the District Trustee Board, the members of which are the 'Charity Trustees' of the Scout District which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The Trustee Board consists of the Chair, Treasurer and a number of other Trustees and meets several times a year.

Members of the Trustee Board complete the Scouts Trustee learning within the first 6 months of joining the Board.

This Group Trustee Board exists to make sure the charity is well-managed, risks are assessed and mitigated, buildings and equipment are in good working order, and everyone follows legal requirements and the organisation's policies and rules. Their support helps other volunteers run high quality and safe programmes that gives young people skills for life.

### **Risk and Internal Control**

The Ware District Scout Council Trustee Board recognise that risk management is essential to our governance and to the sustainable operation of our scout district. As such the board has adopted the Ware & District Risk Management Policy. This policy is based on and aligns with guidance and templates from The Scout Association and the Charity Commission.

The Trustees have reviewed the district's key risks, logged them in a risk register and formulated appropriate actions to minimise, manage and discharge these risks. Risks will continue to be reviewed and managed on an on-going basis as required and will be formally reviewed at least annually. The risk register is available on request.

## **C. Objectives and Activities**

The primary objective of the District is that of the Scout Association generally, namely: 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 cooperate with others and make friends.

### **The Scout Method**

Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- enjoy what they are doing and have fun
- take part in activities indoors and outdoors
- learn by doing
- share in spiritual reflection
- take responsibility and make choices
- undertake new and challenging activities
- make and live by their Promise.

The activities of the District are:

- the provision of the Scouting programme for 4–25 year old members
- support and administration for the management and activities of the Groups within Ware and District.

### **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.

## **D. Achievements and Performance**

### **Trustee Board**

Scouting has seen a return and numbers have started to increase. The appointment of a new DC last year has seen a change as well. Well done to Paul Stretch who has hit the ground running and has engaged at all levels to develop Scouting in the District and has become well versed in the new requirements of Scouting, attending regular County meetings that give ever changing updates.

**David Allen, District Chair**

### **Youth Programme**

#### **Squirrel Scouts**

This year as a district we really have grown in Squirrel Scouts. Nearly all groups now have a Squirrel drey allowing so many young children opportunities to start their scouting journey that bit sooner.

The Squirrels and their leaders/volunteers haven't been hiding away in their HQs though, they have been extremely visible in the community doing their bit. From litter picking to village park clean ups, they have got stuck into the Scouting spirit.

They have been spotted out and about at the local RSPB centre, Scott's Grotto, multiple remembrance services and of course leading their groups at the most recent St George's Day Parade!

They also haven't been shy when it comes to new adventures. Many Squirrel Scouts have been on hikes, got creative with nature, met emergency services, cooked some great food, made masterpieces using chalk, celebrated many different festivals, built dens in the woods, got excited by some crazy experiments and so much more! The list is never ending...

With all these Squirrels being so busy and with one drey now hitting the two years since opening milestone, it's no surprise that Acorn Awards are on the increase. It was lovely to see more of these awards being recognised at the most recent St George's Day event.

Of course, none of this could have happened without all those new volunteers, many who have not been involved in Scouting before but who were brave enough to support this new adventure with Squirrel Scouts. So, to all Squirrel Scout volunteers.... Thank you!

I cannot wait to see what adventures the leaders will come up with next.

But one thing I have learnt from my own drey and witnessed in many others in the district is those little Squirrel Scouts are more capable, confident and adventurous than we ever imagined they would be so no doubt this upcoming year will be full of laughter, mud, adventures and lastly lots of achievements.

**Lucy Isham, Squirrel Scout Leader**

## **Beaver Scouts**

Our District Hike went ahead after lots of wet weather finally dried up. The Beavers hiked along the river and paths from Stanstead Abbots to the District HQ, had a quick snack break, then onto 2nd Ware's HQ to finish.

In the summer, 130 Beavers camped with their groups at the District Camp and enjoyed dozens of fun activities.

Some of the groups attended the Carol Service run by the Guides. Unfortunately, the tug of war event had to be cancelled due to low numbers wanting to attend.

District sleepover was altered slightly to the oldest six Beavers from each colony to help manage the large number of Beavers attending. Beavers worked on the International badge and learning about four countries. They learnt how to say hello, what uniform Scouts in other countries wore, tasted food and how similar the Beaver Scout promise was around the world, followed by a bedtime story and sleep.

Instead of our normal Easter egg hunt, we had a treasure hunt in the school field before the St George's Day parade. The Beavers coloured in a shield at their colony's meeting, which were cut in half and scattered around the school field. The Beavers hunted for the other half and once found were rewarded with treasure (chocolate).

My thanks go to all the leaders for their support and help throughout the last year.

**Lynn Isham, Assistant District Commissioner (Beavers)**

## **Cub Scouts**

2023 was a great year for the Cub section with a full and active set of district events to add to the packs' own individual programmes.

We started the year with a very successful swimming gala and the presentation of our new trophy dedicated in memory of Jenny Matthews.

February had the entire Cub section at Amwell View School, climbing, dancing, swimming and much more at our Founder's Day celebration.

The fun continued throughout the year with Go Kart competition, Fun Run, Oxley Shield, Wildgoose Trophy and Night Hike and we had lots of Cubs joining with the other sections at the District Camp.

I would like to thank all the leaders and helpers around the district that give up so much time and energy to make these events a success and give our young people the opportunity to learn, grow and develop and make lasting memories in a fun and exciting way.

**Trevor Byworth, District Cub Scout Leader**

## **Scouts**

The District calendar in 2023 started with the Cooking Competition, which carried the theme of "Korea". Great Amwell won the District Competition and were runners up in the



County Competition, with 2nd Ware finishing second in District and also competing at County.

The summer term saw the District Camp at Tolmers Activity Centre, with all sections represented and enjoying a broad range of activities in the heat and strong sunshine. The Swimming Gala returned to Ware Lido, followed by the Ware Raft Race, which were won by 2nd Ware and Stanstead Abbots respectively. The multi-activity day at ESSA Water Activities Centre, in which Scouts participated non-competitively in paddle sports, was blustery necessitating adaption of the water activities (kayaking, stand-up paddle boarding and katakanus) including switching dragon boats for rafted canoes on the Saturday. Despite the challenging weather conditions, we were able to stay on the water throughout the day and all appeared to have fun.

In the autumn, the District Nocturnal Competition was won by Great Amwell. Last minute changes to logistics for the County Green Beret competition saw 4 groups withdraw but 3 groups made the best of it, with 5th Ware winning the boot trophy (highest placed district team).

Congratulations to all Scouts achieving their Chief Scout's Gold Award this year; this is the culmination of your adventures, challenges and fun during your time in Scouts and I hope you have a lot of fond memories and are proud of your achievements.

Thanks also to the Leaders and parents/helpers for their time and ongoing commitment to supporting their Scout Troops in 2023.

**Graham Paul, Assistant District Commissioner (Scouts)**

### **Explorer Scouts & Young Leaders**

2023 saw the District's Explorer units continued growth with 42 Explorers regularly attending. This has been achievable due to leaders across the district working together to make sure that the young people know that the Scouting journey continues after leaving Scouts.

This year the Explorers have maximised their time outdoors by planning and running their own camps. Attending Tolmers Scout Campsite where they spent the weekend working towards their Activity Centre Badge, testing new equipment out at Danemead Scout campsite and a successful Summer Camp at Thriftwood Scout Campsite. Explorers have also helped run bases at both the District Camp and at a county level for Green Beret. A highlight of the year was entering two teams in the Hertfordshire Peak Assault competition in which both teams placed very respectably.

On a weekly basis Explorers have been working on their Scouting skills through navigation evenings, first aid training and back to basic cooking. Making sure to use local facilities, Explorers have also been taking part in kayaking, wobble boarding, a ghost walks, learning about space, laser tag and karaoke. Explorers have many new and exciting opportunities to develop their skills and experiences in the coming year.

Young Leaders have as grown well throughout 2023, with regular training events delivered. Young Leader training has been streamlined in 2023, where the young people



can now complete most of their training online. We are proud to say we have had a large number of Young Leaders moving into adult leader roles.

Finally, a big thank you to all the Leaders that have worked with us over the year.

**Ollie Rose, District Explorer Scout Commissioner**

## **E. Financial Review**

### **Treasurer's Report**

#### **Income / Receipts**

Total Income was £66,337 for the year compared to £59,501 for 2022, which is due to an increase in 2023 of membership subscriptions £5,466, increase in Scouting activities of £3,656, Jamboree receipts of £2,835 and a reduction in Scout Shop income of £3,876. As some of you will be aware the District will no longer be financially supporting participants in future Jamborees.

The District Camp receipts were £5,385 and these were received from the Scout Groups who attended this event.

The District received £452 in donations during the year, whereas in 2022 it received £200.

Gift Aid in 2023 was £0 compared to £113 in 2022, and for your information is due to the return not yet prepared for the 2022 financial year.

Hire of the District HQ was £200 in 2023 compared to £100 in 2022, but at the present time we are exploring new possible avenues of HQ rental income for the financial year 2025.

#### **Payments**

Total payments for the year were £66,975 compared to £66,922 for 2022.

This included £12,445 on Scouting activities in 2023 compared to £9,648 in 2022. Other highlights include the payments to the County for the Jamboree of £5,091 and a reduction in insurance costs of nearly £500.

The District Camp payments were £9,323, which resulted in a planned net deficit of £3,938, funded by the Barney Fund that the District holds for supporting Young People events.

#### **Summary**

Overall, the District made a loss of £4,575 for the financial year compared to a loss of £7,422 in 2022. This decreased the cash reserves to £42,872 at the end of 2023, and this includes the Restricted Funds balance of £8,462.

It should be noted however that if the District Camp and Jamboree are excluded then there would have been a small surplus of £224 for the financial year.

**Geoffrey Addy, District Treasurer**

#### **Reserves Policy**

The Trustee Board's policy on reserves is to hold sufficient resources to continue the charitable activities in the district should income and fundraising activities fall short. The Trustee Board considers that the Charity should hold a sum equivalent to 12 months running costs, circa £16,000.

## **Investment Policy**

The Charity does not have sufficient funds to invest in longer term investments. The Charity 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.

## F. Accounts

### Receipts & Payments

<b>Receipts and Payments Account</b>					
	For the year from	Year start date 01-Jan-23	To	Year end date 31-Dec-23	
<b>Receipts and payments</b>					
	<b>31st December 2023</b>				<b>2022</b>
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>	<b>Total funds</b>
	£	£	£	£	£
<b>Receipts</b>					
<b>Donations, legacies and similar income</b>					
Membership subscriptions	46,365	-	-	46,365	40,899
Donations	452	-	-	452	200
Youth programme and activities	12,655	-	-	12,655	8,999
District Camp	-	5,385	-	5,385	
Gift Aid	-	-	-	-	113
Jamboree	4,230	-	-	4,230	1,395
<b>Sub total</b>	<b>63,702</b>	<b>5,385</b>	<b>-</b>	<b>69,087</b>	<b>51,605</b>
<b>Grants</b>					
Maintenance grant	-	-	-	-	-
Other grants	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fundraising events (gross)</b>					
Christmas Tree Collection	500	-	-	500	1,735
County Lottery	-	-	-	-	261
Scout Shop	1,922	-	-	1,922	5,798
Other fundraising activities	-	-	-	-	-
<b>Sub total</b>	<b>2,422</b>	<b>-</b>	<b>-</b>	<b>2,422</b>	<b>7,794</b>
<b>Scout hut income</b>					
Hire of building	200	-	-	200	100
Hire of equipment	-	-	-	-	-
Other Scout hut income	-	-	-	-	-
<b>Sub total</b>	<b>200</b>	<b>-</b>	<b>-</b>	<b>200</b>	<b>100</b>
<b>Investment income</b>					
Bank interest	13	-	-	13	2
Building Society interest	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Other investment income	-	-	-	-	-
<b>Sub total</b>	<b>13</b>	<b>-</b>	<b>-</b>	<b>13</b>	<b>2</b>
<b>Total Gross Income</b>	<b>66,337</b>	<b>5,385</b>	<b>-</b>	<b>71,722</b>	<b>59,501</b>
<b>Asset and investment sales, etc.</b>	-	-	-	-	-
<b>Total receipts</b>	<b>66,337</b>	<b>5,385</b>	<b>-</b>	<b>71,722</b>	<b>59,501</b>

## Receipts and Payments Account

	Year start date		Year end date	
	For the year from	01-Jan-23	To	31-Dec-23
<b>Receipts and payments</b>				
	<b>31st December 2023</b>			<b>2022</b>
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Endowment funds</b>	<b>Total funds</b>
	£	£	£	£
<b>Payments</b>				
<b>Charitable Payments</b>				
Membership subscriptions paid on (National/County/Area/District)	41,850	-	-	41,850
Youth programme and activities	12,445	-	-	12,445
District Camp	-	9,323	-	9,323
Administration Costs	1,534	-	-	1,534
Rent / Lease Renewal	25	-	-	25
HQ Maintenance	1,363	-	-	1,363
Utility Costs	991	-	-	991
Insurance	2,068	-	-	2,068
Badges	-	-	-	-
Materials and equipment	212	-	-	212
Website	-	-	-	-
Contribution to Jamboree	5,091	-	-	5,091
Uniforms	526	-	-	526
AGM and trustee expenses	-	-	-	-
Donations To Charity	730	-	-	730
Training	110	-	-	110
Hertfordshire County Lottery	-	-	-	-
<b>Sub total</b>	<b>66,945</b>	<b>9,323</b>	<b>-</b>	<b>76,268</b>
<b>Fundraising expenses</b>				
Scout Shop	29	-	-	29
Detail 2	-	-	-	-
Detail 3	-	-	-	-
Other fundraising costs	-	-	-	-
<b>Sub total</b>	<b>29</b>	<b>-</b>	<b>-</b>	<b>29</b>
<b>Total Gross Expenditure</b>	<b>66,975</b>	<b>9,323</b>	<b>-</b>	<b>76,297</b>
<b>Asset and investment</b>				
<b>Total payments</b>	<b>66,975</b>	<b>9,323</b>	<b>-</b>	<b>76,297</b>
<b>Net of receipts/(payments)</b>	<b>638</b>	<b>3,938</b>	<b>-</b>	<b>4,575</b>
<b>Transfers between funds</b>				
Cash funds last year end	43,510	12,400	-	55,910
<b>Cash funds this year end</b>	<b>42,872</b>	<b>8,462</b>	<b>-</b>	<b>51,334</b>

## Statement of assets and liabilities

### Receipts and Payments Account

	Year start date		Year end date
For the year from	01-Jan-23	To	31-Dec-23

### Statement of assets and liabilities at the end of the year

	31st December 2023				31-Dec-22
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
<b>Cash funds</b>					
Bank current account	37,402	-	-	37,402	41,991
Bank deposit account	5,470	8,462	-	13,932	13,919
Building society account	-	-	-	-	-
The Scout Association Short Term Investment Service	-	-	-	-	-
Cash/Floats	-	-	-	-	-
<b>Total cash funds</b>	<b>42,872</b>	<b>8,462</b>	<b>-</b>	<b>51,334</b>	<b>55,910</b>
See balances with receipts and payments a/c)	ok	ok	ok	ok	ok
<b>Other monetary assets</b>					
Tax claim	-	-	-	-	-
Debts due from the County/Area/District/Group	-	-	-	-	-
Insurance claim	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Investment assets</b>					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Non monetary assets for</b>					
Badge stock	-	-	-	-	-
Shop stock	-	-	-	-	-
Other stock	-	-	-	-	-
Land and buildings	-	-	-	-	-
Motor vehicles	-	-	-	-	-
Scouting equipment, furniture etc	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Liabilities</b>					
Accounts not yet paid	-	-	-	-	-
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions not yet paid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total net assets</b>	<b>42,872</b>	<b>8,462</b>	<b>-</b>	<b>51,334</b>	<b>55,910</b>

## **Independent Examiner's Report**

I report to the trustees on my examination of the accounts of the Ware District Scout Council for the year ended 31 December 2023

### **Responsibilities and basis for report**

As the charity trustees of the Ware District Scout Council, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Ware District Scout Council accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Ware District Scout Council as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:



Name:

Karl James Gravenor FCCA

ACCA, membership no 1614665

Date: 2 June 2024



## G. Declaration

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

Signed on behalf of the Trustees.

Signature: *D Allen*

Name: David Allen

Position: Chair

Date: 10 June 2024

Signature: *P Stretch*

Name: Paul Stretch

Position: District Commissioner

Date: 10 June 2024