

**Report & Accounts
for the year ended
31st March 2004**



DORCHESTER DISTRICT SCOUT COUNCIL

PRESIDENT: Mr Thomas Pope

TRUSTEES: *Ex-Officio* - Appointment

District Chairman

District Commissioner

District Secretary

District Treasurer

Name

Mr Michael Marsh

Ms Debbie Draper

Mr John Scutt

Mr Barry Thomas

TRUSTEES: *Elected*

Name

Mr John Dickson

Mr Percy Sennett

Mrs Marion Scott-Robinson

Mrs Barbara Perry

Mrs Liz Taylor

TRUSTEES: *Nominated* - Appointment

District Public Relations Officer

Scout Leader, 1st Dorchester Group

District Explorer Scout Commissioner

Name

Mrs Pam Marsh

Mr John Gage

Mr Peter Brown

TRUSTEES: *Co-opted* - Appointment

Chairman, Dorchester District Scout Fellowship

Name

Mr Morris Whitcelo

BANKERS: Lloyds/TSB Bank Plc, 1, High West Street, Dorchester

Group/District Registration Number with The Scout Association - **11501**

Charity Registration Number - **1039833**

Contact Name and Address - **Mr John Scutt,
28 South Court Avenue, Dorchester, DT1 2BX**

DORCHESTER DISTRICT SCOUT COUNCIL

Trustees Annual Report for the year ended 31st march 2004

MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR

The Executive Committee, as Trustees for the Dorchester District Scout Council, has met six times in the year to consider how to help promote the development of Scouting in the District. Its members, including Chairman, Treasurer and Secretary, were appointed at the AGM of the Council. The Committee has supported the District Team of Leaders comprising the District Commissioner and Assistant District Commissioners each with specific duties, i.e. the four Scout Sections (Beavers, Cubs, Scouts and Explorers), Public Relations, Special Needs and Fellowship. The District also has a Badge Secretary and an Explorer Scout Unit Administrator.

During the year the District Team supplemented the Groups' programmes of activities by organising a series of events. For Cub Scouts there were District Handicraft, Cooking, Football, Rugby and Quiz Competitions, and tests for the Athletes Badges. Beaver Scouts had a District Quiz, a Sleep-over and a Christmas party. Scouts took part in the District and County Banner and Cooking Competitions. The St. George's Day Parade, led by the Dorchester Carnival Band, went to the United Church, Dorchester, for this year's Service. The District Commissioner organised an Activity Day for the youngsters in all Scout Sections and a Dinner for Leaders, Officers and Helpers. The District Chairman had held two meetings with Group Administrators during the year.

At the Annual Census held on 31.1.2004 the total membership of the Scout Association in Dorchester District was 475, exactly the same number as in the previous year. Its composition, however, showed an upward trend in the number of Beaver Scouts and Cub Scouts enjoying Scouting in the District. In the 10 Groups in the District there were 100 Beaver Scouts in 9 Colonies, which was 7 more than last year and included a new Colony in the Piddle & Cerne Valleys Group, and 174 Cub Scouts in 12 Packs, which was 2 more. There were 98 Scouts, and for the first time, 16 Explorer Scouts, which was 9 fewer than the number of Scouts and Venture Scouts last year, making a total of 388 youngsters in the District, also the same number as last year and including 30 girls, an increase of 6. Significantly, Venture Scouts were replaced by Explorer Scouts (age 14- 18) and Scout Network (18- 25) by the Scout Association on 31. 12. 03. On 1st January the formation of Explorer Scout Units became a District responsibility and the Scout Network that of the County. By 31.3.04 the District had appointed 3 Explorer Scout Leaders to assist the new District Explorer Scout Commissioner and three Unit centres were being established at Dorchester, Maiden Newton and Crossways. The District Commissioner had held meetings to recruit Explorer Scouts as Young Leaders.

The Appointments Sub-Committee had appointed 10 new Leaders during the year but there had been goings as well as comings and at the time of the Census there were 57 Warranted Leaders, three more than last year. Another innovation by the Scout Association was the introduction of a new Adult Training Scheme on 1st January whereby the District issued a Provisional Appointment Certificate to recruits pending their completion of specific basic training prior to receiving a Leader Warrant. The role of Assistant District Commissioner for Leader Training had been replaced by a County Training Manager allocated to the District. The District Commissioner was recruiting Training Advisers from Group Scout Leaders to help guide new Leaders through their "Personal Learning Plan".

The Dorchester District Scout Fellowship, with its own Officers appointed at its AGM, continued to enjoy a variety of monthly social events. Fellowship members assisted with all the District's fund-raising activities.

The District Executive contributed to the well-being of local Scouting by nett fund-raising amounting to approximately £4,700 in the year. This was mainly from the sale-DLWaste paper collected for re-cycling which terminated on 31.3.04 after 18 years of continuous operation, and from Scout Christmas Post 2003 organised within the terms of Government authorization and giving notice that half the proceeds would be donated to other local charities and appeals which benefitted by a further £2,130 raised. There had been a successful Band Concert and monthly Bingo sessions had been initiated. The Casterbridge Rotary Club had kindly donated £700. To facilitate Group fund-raising the District organised an Autumn Fayre in Dorchester in October. Repairs and improvements to the Districts building at Little Britain, Dorchester, had been completed and it now met current health and safety standards so that it was fully useable again. It had become the new Explorer Scout Unit and District HQ and had been let to Dorchester Amateur Boxing Club on two evenings a week providing a source of income without prejudicing its primary Scouting use, still leaving spare accommodation capacity if and when needed by Groups. The District purchased a digital mapping facility enabling copies of any part of the map of the south of England to be printed off a computer for Scouting purposes

The Treasurer's Statement of Account showed the extent to which the District had assisted Scout Groups with grants towards the cost of camps, equipment, badges, insurance of helpers, Leader training courses, including First Aid and Mini-bus Drivers Certificates. This is in addition to covering the cost of District activities and administration for which no financial demands were made on Groups; all membership subscriptions received from Groups were to pay County and HQ subscriptions.

DORCHESTER DISTRICT SCOUT COUNCIL

Trustees Annual Report for the year ended 31st march 2004

MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR (continued)

At the end of the year income reserves amounted to **£14,500.00**

The Districts policy on reserves is to hold an amount *of between £10,000 and £15,000* to enable it to ***be able to cover the District expenditure for a period of upto 3 years in the event that the main fundraising activities of the District were to suddenly cease.***

The trustees have identified the major risks to which they believe the District is exposed. They have reviewed these and have established systems to mitigate them.

The Objectives of the District are ***to support Scouting activity within the District, financially, administratively and by contributing to programmed activities. The District aims to facilitate activity by providing resource, training opportunity, and promotion of traditional and modern scouting skills for the benefit of our young people and leaders.***

The District is a trust established under its rules which are common to all Groups/Districts. Trustees are appointed in accordance with the Policy, Organisation & Rules of the Scout Association. The accounts have been drawn up on the receipts and payments basis which is consistent with the previous year.

Approved by the Trustees on and signed on their behalf by

.....
Chairman

DORCHESTER DISTRICT SCOUT COUNCIL

Receipts & Payments Account summary for the year ended 31st March 2004

	This Year General Fund	Previous Year
	£	£
Total receipts for the year (page C6)	<u>14,784.77</u>	<u>14,744.99</u>
Total payments for the year (page C8)	<u>(16,790.21)</u>	<u>(14,700.62)</u>
Net receipts (payments) for the year	<u>(2,005.44)</u>	<u>44.37</u>
Cash, bank and similar funds brought forward	<u>16,548.68</u>	<u>16,504.31</u>
Cash, bank and similar funds carried forward	<u>14,543.24</u>	<u>16,548.68</u>

The above account and accompanying statement of assets and liabilities were approved by the Trustees

on the and signed on their behalf by

.....
Chairman

DORCHESTER DISTRICT SCOUT COUNCIL

Receipts for the year ended 31st March 2004

2004/2005		This Year	Previous Year
Budget £		£	£
<u>9,400.00</u>	MEMBERSHIP SUBSCRIPTIONS	<u>9,012.00</u>	<u>7,731.05</u>
<u>(10,022.50)</u>	less: Paid	<u>(9,480.00)</u>	<u>(8,008.00)</u>
<u>(622.50)</u>		<u>(468.00)</u>	<u>(276.95)</u>
	INVESTMENT INCOME RECEIVED		
<u>3.50</u>	Bank Interest	<u>3.49</u>	<u>3.34</u>
<u>50.00</u>	Building Society Interest (Portman)	<u>50.27</u>	<u>91.62</u>
<u>300.00</u>	Dividends and Interest (National Savings)	<u>274.24</u>	<u>319.17</u>
<u>0.00</u>	Property Rents (Little Britain)	<u>400.00</u>	<u>0.00</u>
<u>353.50</u>		<u>728.00</u>	<u>414.13</u>
<u>2,500.00</u>	DONATIONS / GRANTS	<u>3,329.00</u>	<u>5,105.00</u>
<u>0.00</u>	Explorer Unit Grants	<u>400.00</u>	<u>0.00</u>
<u>2,500.00</u>		<u>3,729.00</u>	<u>5,105.00</u>
	ACTIVITIES		
<u>0.00</u>	Beaver Scout Section	<u>37.31</u>	<u>50.50</u>
<u>0.00</u>	Cub Scout Section	<u>15.25</u>	<u>0.00</u>
<u>0.00</u>	Scout Section	<u>0.00</u>	<u>0.00</u>
<u>500.00</u>	Explorer Unit	<u>166.88</u>	<u>0.00</u>
<u>0.00</u>	District	<u>0.00</u>	<u>0.00</u>
<u>600.00</u>	Scout Fellowship	<u>734.30</u>	<u>530.00</u>
<u>500.00</u>	Leader Training	<u>228.00</u>	<u>10.00</u>
<u>1,600.00</u>		<u>1,181.74</u>	<u>590.50</u>
	FUND RAISING (gross)		
<u>3,000.00</u>	Waste Paper Sales	<u>3,988.19</u>	<u>5,148.47</u>
<u>(3,000.00)</u>	Waste Paper Payments to Groups	<u>(2,503.48)</u>	<u>(3,067.12)</u>
<u>4,700.00</u>	Christmas Post	<u>4,866.59</u>	<u>4,782.54</u>
<u>50.00</u>	Fellowship	<u>165.28</u>	<u>53.94</u>
<u>250.00</u>	Explorer Unit	<u>160.53</u>	<u>0.00</u>
<u>1,000.00</u>	Scout Bingo	<u>1,030.00</u>	<u>0.00</u>
<u>1,500.00</u>	Purbeck Big Band concert	<u>1,165.00</u>	<u>1,280.00</u>
<u>0.00</u>	Other	<u>65.30</u>	<u>102.92</u>
<u>7,500.00</u>		<u>8,937.41</u>	<u>8,300.75</u>
	OTHER INCOME		
<u>0.00</u>	Income Tax recovered - on subscriptions and donations	<u>0.00</u>	<u>0.00</u>
<u>0.00</u>		<u>0.00</u>	<u>0.00</u>

DORCHESTER DISTRICT SCOUT COUNCIL

Receipts for the year ended 31st March 2004 (continued)

2004/2005		This Year	Previous Year
Budget £		£	£
<u>0.00</u>	SUNDRY RECEIPTS	<u>3.90</u>	<u>29.08</u>
<u>50.00</u>	St. Georges Day \ Carol Service collections	<u>83.50</u>	<u>44.30</u>
<u>30.00</u>	Sale of Fellowship sweatshirts etc.	<u>10.00</u>	<u>16.40</u>
<u>30.00</u>	Sale of Explorer Unit neckers etc.	<u>39.90</u>	<u>0.00</u>
<u>500.00</u>	Badge receipts	<u>539.32</u>	<u>521.78</u>
<u>610.00</u>		<u>676.62</u>	<u>611.56</u>
<u>11,941.00</u>	TOTAL RECEIPTS FOR THE YEAR	<u>14,784.77</u>	<u>14,744.99</u>

DORCHESTER DISTRICT SCOUT COUNCIL

Payments for the year ended 31st March 2004

2004/2005 Budget £		This Year £	Previous Year £
	PREMISES		
0.00	Rent (Blue Bridge)	0.00	5.00
30.00	Water Rates (Little Britain)	19.65	116.83
50.00	Light and Heat (Little Britain)	75.45	125.05
350.00	Insurance (Little Britain)	312.02	312.02
500.00	Repairs & Renewals (Little Britain)	3,782.54	229.13
<u>930.00</u>		<u>4,189.66</u>	<u>788.03</u>
	DONATIONS / GRANTS		
3,850.00	Grants made to Groups	3,548.45	6,157.79
2,130.00	Donations made to Charities from Xmas Post	2,130.00	2,130.00
0.00	Donations made from Church Service collections	31.50	0.00
250.00	Jamboree & International payments to Groups	100.00	400.00
<u>6,230.00</u>		<u>5,809.95</u>	<u>8,687.79</u>
	ACTIVITIES		
200.00	Beaver Scout Section	150.83	163.22
200.00	Cub Scout Section	46.06	179.92
200.00	Scout Section	86.78	120.39
500.00	Explorer Unit	192.88	0.00
0.00	District	340.16	224.71
600.00	Scout Fellowship	593.47	522.80
1,000.00	Leader Training	825.45	540.81
0.00	Activity site maintenance and development	0.00	58.75
<u>2,700.00</u>		<u>2,235.63</u>	<u>1,810.60</u>
	FUND RAISING EXPENSES		
500.00	Christmas Post	501.82	633.47
500.00	Scout Bingo	443.39	0.00
650.00	Purbeck Big Band concert	677.55	511.34
100.00	Other District	103.89	136.78
<u>1,750.00</u>		<u>1,726.65</u>	<u>1,281.59</u>
	ADMIN/ESTABLISHMENT EXPENSES		
600.00	Postage and printing	667.07	429.01
350.00	Insurances	336.89	321.14
50.00	Sundries	64.40	291.56
<u>1,000.00</u>		<u>1,068.36</u>	<u>1,041.71</u>
	TRUSTEES EXPENSES		
0.00	Team & Officers Expenses	0.00	0.00
<u>0.00</u>		<u>0.00</u>	<u>0.00</u>

DORCHESTER DISTRICT SCOUT COUNCIL

Payments for the year ended 31st March 2004 (continued)

2004/2005		This Year	Previous Year
Budget £		£	£
	PURCHASE OF CAPITAL EQUIPMENT		
<u>0.00</u>	Explorer Unit	<u>751.90</u>	<u>0.00</u>
<u>0.00</u>	District Equipment	<u>120.00</u>	<u>402.13</u>
<u>0.00</u>		<u>871.90</u>	<u>402.13</u>
<u>750.00</u>	PURCHASE OF BADGES	<u>878.06</u>	<u>672.02</u>
<u>0.00</u>	SUNDRY PAYMENTS	<u>10.00</u>	<u>16.75</u>
<u>0.00</u>	Loans repaid	<u>0.00</u>	<u>0.00</u>
<u>750.00</u>		<u>888.06</u>	<u>688.77</u>
<u>13,360.00</u>	TOTAL PAYMENTS FOR THE YEAR	<u>16,790.21</u>	<u>14,700.62</u>

DORCHESTER DISTRICT SCOUT COUNCIL

Statement of Assets & Liabilities for the year ended 31st March 2004

	This Year £	Previous Year £
MONETARY ASSETS		
Bank Current Account(s) - District A/C (Lloyds / TSB)	2,337.32	2,590.51
Bank Current Account(s) - Explorer A/C (Lloyds / TSB)	381.41	0.00
Bank Deposit Account(s) (National Savings)	10,274.24	10,958.69
Bank Term Deposit(s)		
Building Society Account(s) (Portman)	1,550.27	2,999.48
The Scout Association Short Term Investment Service		
Cash in hand		
	<u>14,543.24</u>	<u>16,548.68</u>
OTHER MONETARY ASSETS		
Tax Claim for Year ending		
Debts due to District		
	<u>0.00</u>	<u>0.00</u>
INVESTMENT ASSETS		
Government Stocks at market value		
Other quoted securities at market value		
Other investments		
Property held for investment purposes		
	<u>0.00</u>	<u>0.00</u>
NON-MONETARY ASSETS Assets for Charity's own use		
Badge Secretary's stock	1,211.22	1,058.49
Stock of Fellowship sweatshirts etc.	62.50	72.50
Land and Buildings <u>Little Britain</u>	90,000.00	85,000.00
Motor vehicles		
Scouting equipment, furniture, etc.	2,000.00	2,000.00
	<u>93,273.72</u>	<u>88,130.99</u>
LIABILITIES Those due within one year		
Accounts not yet paid		
Expenses incurred not yet invoiced		
Subscriptions not yet paid		
Other		
	<u>0.00</u>	<u>0.00</u>
LIABILITIES Those due after one year		
Loan (with details)		
Hire Purchase owing		
Leasing payments outstanding		
Other long term liabilities		
	<u>0.00</u>	<u>0.00</u>
CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS		

Independent Examiner's Report to the Trustees of the DORCHESTER DISTRICT SCOUT COUNCIL

I report on the accounts of the Group/District for the year ended **31st March 2004** which are set out on pages **4 to 9**

Respective responsibilities of trustees and examiner

The District's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under Section 43 (2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

it is my responsibility to:

- Examine the Accounts (under Section 43 (3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43 (7) (b) of the 1993 Act); and
- To state whether matters have come to my attention.

Basis of examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Group/District and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Acthave not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name:

Qualification:

Address:

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Date: