



Hertford District Scouts Annual General Meeting

Friday 20th June 2025

at 2nd Bengo HQ, Watermill Lane

Annual Report 2024

HERTFORD DISTRICT TRUST ANNUAL GENERAL MEETING

AGENDA

1. Introduction and Welcome

2. Apologies for absence

3. Governance

- a. Approval the Minutes of the AGM 17th May 2024
- b. Re-adopt the constitution of the charity - POR 5c.2
- c. Note the dates of charity's financial year - 1st January – 31st December
- d. Agree the number of members that may be appointed to the Trustee Board [11]
- e. Agree the quorum for future meetings of the District Scout Council
[10 to include a minimum of 5 Trustees.]

4. Review the previous year

- a. County Lead Volunteer's review of Scouting in Hertfordshire
- c. The District Lead Volunteer's review of Scouts in the Hertford District
- b. Receive and consider the Annual Report of the District Trustee Board,
including the annual Statement of the Accounts

5. Making appointments

(2 posts were appointed for 3 years in 2024, so there is no requirement to re-appoint)

- a. Resignations
 - Xander Holmes
 - Geraldine O'Brien (as Secretary)
 - Chris Searle (as DLV)
- b. District Chair: Martin Bayliss was appointed in 2024 for 3 years.
- c. District Treasurer: Ian Smith was appointed in 2024 for 3 years.
- d. Appoint members of the District Trustee Board. The Trustees recommend the appointment of the following:
 - Chris Searle
 - Debbie Ryan
 - Geraldine O'Brien
 - Helen Miller
 - Elizabeth Clark - Volunteer Development Team Leader
 - Ros Burroughs (District Youth Lead Volunteer)
 - Group Chair representative (1 year) - vacancy
- e. Appoint District President - The Mayor of Hertford
- Appoint District Vice-Presidents – Peter Ruffles, Ken Hartfield
- f. Appoint the Scrutineer - Robert Boulton
- g. District Lead Volunteer's nomination of District representatives to the County Scout Council –
2 vacancies

6. Address by our President – the Mayor of Hertford: Councillor Steven Watson

7. Closing remarks



HERTFORD DISTRICT SCOUT COUNCIL
Minutes of the
ANNUAL GENERAL MEETING

Held on 17th May 2024 at 8pm, 2nd Bengo HQ, Watermill Lane

Attendees:

Chris Searle, Ian Smith, Geraldine O'Brien, Ian Tycker, Peter Knight, Helen Miller, Arthur Lewis, Richard Watson, Bernadette Major, Shirley Fitzgerald, Clare Southerland, Ken Judd, Mike Crafer, Allan Mathews, Sally Tycker, Ken Hartfield, Ros Hartfield, Duncan, Phoebe Martin, Amy Bartlett, Paul Cox, Danielle Cox, Peter Shattocks, Maureen Shattocks

1. Introduction and Welcome

The District Lead Volunteer, Chris Searle welcomed all and chaired the meeting. He also welcomed Ian Tycker, County Commissioner.

2. Apologies

Apologies were received from; Martin Bayliss, Jon Durbin, Xander Holmes, Mike George, Alison Madge and Bob Cinnamon.

3. Governance

a. Approval the Minutes of the AGM 16th May 2023

The minutes of the 16th May 2023 AGM were approved, proposed Allan Mathews, seconded Mike Crafer.

b. Re-adopt the constitution of the charity [appendix 2].

It was noted that the Scout model constitution had been updated and was more focussed giving outlines what Trustees must do.

After discussion, the Scout Council readopted the constitution. Proposed Arthur and seconded by Amy Bartlett.

c. Note the dates of charity's financial year 1st January – 31st December 2023.

The Scout Council noted the charity's financial year.

d. Approve appointed and community members of the District Scout Council

N/A, there were no proposed community members.

e. Agree the number of members that may be appointed to the Trustee Board

After discussion, the Scout Council agreed the proposed number of members to constitute the Trustee Board as 11 Trustees.

f. Agree the quorum for future meetings of the District Scout Council (excluding this AGM)

The Scout Council agreed the quorum as follows:

- meetings of the Scout Council (AGM); 10 to include a minimum of 5 Trustees
- meetings of the Trustee Board; 5
- meetings of any sub-Committees; 50% of the committee membership

4. Review the previous year

a. The District Lead Volunteer's review of Scouts in the Hertford District

The District Lead Volunteer gave his report. He was pleased that the introduction of the Trustee boards gave more focus and direction and an improved approach to governance for the District and groups. The board had reviewed risk assessments and policies and the new district website was a great source of information. He thanked Richard Allen who had continued to support the district with scout email accounts. It had also been a very busy year for the Treasurer with the Lochearnhead trip and he thanked Ian Smith for his work. There had been a very successful expedition in the summer with 108 scouts, explorers and adults from the district, Ware and South Brent groups to Lochearnhead. Four scouts/explorers attended the 25th World Scout Jamboree in South Korea and showed resilience during the trip. The District Group teams have strengthened with volunteers and there has been a successful reopening of the Beaver colony at Letty Green. He thanked the appointment panel for their work and their move across to a 'welcome conversation'. The Young leaders were important to the district and thanked to Helen and Xander for their work with Young leaders. He congratulated Ryan Allen who would be awarded with a new young leader belt.

1st Hertford Group have applied for planning permission for their hut and await the councils response.

The situation with Watton At Stone scout hut was looking more positive.

Letty green have been offered piece of land for their scout hut and this was in the initial stage of considering what type of building.

Debbie Ryan and 2nd Bengoe group were thanked for hosting the AGM meeting.

The Mayor making had been held the previous evening and Rachel Carter was the new Mayor of Hertford. The previous mayor had been welcomed to the successful night hike event last October at Cottered and he thanked Uggi and the team for their organisation.

It was pleasing to see young people enjoy their activities and the challenge was to continue to involve them in the choosing their activities. The Active support unit were also thanked for their attendance.

The order of the meeting changed with the Annual report and accounts moved to after item 5.

It was noted that the Group annual reports and accounts would be uploaded onto the district website.

5. Making appointments

a. Appoint the District Chair, following recommendation from the open selection process initiated by the District Trustee Board [Martin Bayliss]

The appointment of Martin Bayliss as Chair was approved and Martin was thanked for his continued support.

It was noted that appointment is for a 3 year term and reappointment was not required each year, it was also noted that Trustee appointments would be for a maximum of 3 terms i.e. 9 years.

b. Appoint the District Treasurer, following recommendation from the open selection process initiated by the District Trustee Board [Ian Smith]

The appointment of Ian Smith as Treasurer was approved and Ian was thanked for his work.

c. Appoint members of the District Trustee Board, following recommendations from the open selection process initiated by the District Trustee Board

The scout council approved the following recommendations:

- i. Geraldine O'Brien
- ii. Helen Miller
- iii. Xander Holmes
- iv. Group Chair representative (1year term) Jon Durbin, 2nd Bengoe

It was noted that the Chair no longer had a casting vote and that Trustees are no longer linked to their roles.

d. Appoint District President - The Mayor of Hertford.

The Scout Council approved the re-appointment of the President: The new Mayor, Rachel Carter. The Hertford District Guide Centre would be the Mayor's charity.

e. The Scout Council re-appointed the independent examiner/auditor as Robert Boulton.

Robert Boulton was thanked for his work.

f. The Scout Council approved the appointment of Amy Bartlett and Helen Miller as District representative.

Ken Hartfield was thanked for his support to Hertford District Scouts and was awarded a Silver Acorn for his commitment and guidance over the years. He was also thanked for the book he had written with Charles Murkin and Bill Procter; Scouting in Hertford District 1908-2000: Memories in Words and Pictures.

Ken thanked all for his award and spoke about how he had benefited from being involved in Scouts throughout his life.

Ruth Laura Boulton would be awarded The Chief Scouts Commendation for Good service and a 10 year length of service award.

Changed order: 4 b. Receive and consider the Annual Report of the District Trustee Board, including the annual accounts.

The 2023 audited accounts had been shared prior to the meeting and were noted by the council.

The bank balance at 31st December 2023 was £26,659.61.

The Chair invited questions.

A council member asked about the Lochearnhead trip and it was confirmed that it had made a surplus.

The Annual Accounts were approved, proposed Peter Shattock, seconded Ken Hartfield.

The Treasurer, Ian Smith was thanked for his work.

A member asked about the balance and investment fund totalling £110k and asked what was going to be done with money.

It was a positive position to be in and a new minibus was required. It was also noted that the Charifund investment currently makes £4k interest per year.

The Chair agreed that groups can approach the District for requests for funding if needed.

6. Address by County Commissioner – Ian Tycer

He thanked the District for the invitation to attend and was impressed by the great turnout and wealth of experience and support. It had been an interesting year with communications and the growth of the movement.

7. AOB

A council member shared complained about the giving out of flags at the end of the St Georges Day parade event held at Hertford Castle Grounds and asked for consideration to be given to holding the event back at All Saints church. A discussion followed about the change in venue which had been introduced to be more inclusive and due to the time taken to exit the church in the past.

Other feedback had been received that the event was too long.

It was suggested that the order of the event when held at the church be replicated and to hold the event in the castle grounds.

Other feedback suggested the event be held indoors and be shorter and to include only renewing the Scout promise.

Another suggestion was that the young people could be more involved by creating a mask that they brought to the event.

It was also suggested that the Church be used and could be inclusive – it didn't need to have a Christian service.

The Lead Commissioner thanked all for their feedback and the careful consideration would be given to next year's St Georges event.

The Lead Commissioner thanked all for their support and attendance and the meeting closed at 9:21pm and was followed by tea and cakes.

Introduction to the Constitution for a District

This introduction is not part of the model constitution for a District but includes important points of context.

- a. The District constitution must always be used in the context of the rules in Chapter 5b of POR – these are Rules and must not be amended.
- b. In accordance with Rule 5b.3.1.5 any amendments or differences to the model constitution at 5c.2 below must be agreed at the AGM and fully recorded in the minutes.
- c. In the interest of openness, especially for new members of the District Scout Council, the District Scout Council must re-adopt their constitution at each Annual General Meeting (AGM).

5c.2.1 Preamble

5c.2.1.1

This constitution describes the role, membership and operation of the District Scout Council, and the District Trustee Board.

In the previous versions of POR, it was section 5.5.

5c.2.2 Charitable objects

5c.2.2.1

[Rule 1.1 of POR]

Our purpose is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

5c.2.3 The District Scout Council

5c.2.3.1

The District Scout Council has a governance role for the charity and makes District Trustee Board appointments other than ex-officio and co-opted Trustee appointments.

5c.2.3.2

The District Scout Council has no Trustee responsibilities.

5c.2.3.3

The members of the District Scout Council are

- a. The ex-officio members of the District Scout Council are detailed in Rule 5b.3.2.5
- b. The District Scout Council may **appoint** some members as detailed in Rule 5b.3.2.8.
- c. The District Scout Council may appoint some **community** members. See Rule 5b.3.2.9
- d. The maximum number of appointed and community members of a District Scout Council is detailed in Rule 5b.3.2.10.

5c.2.3.4

District Trustee Board administration must ensure that appointed District Scout Council Members are recorded locally in the minutes of the District Scout Council meeting which appoints them (normally the

AGM). District Scout Council members (whether ex-officio or appointed or community) must not be recorded as such on the membership system.

5c.2.4 The District Trustee Board

5c.2.4.1

The District Trustee Board is responsible for the governance of the charity. Although the District Trustee Board is responsible for the charity, it is accountable to the District Scout Council.

5c.2.4.2

District Trustee Board membership

The members of the District Trustee Board are:

- a. Ex-officio
The ex officio roles are defined in Rule 5b.3.3.5(a).
- b. Appointed District Trustees (including Chair and Treasurer) are persons appointed by the District Scout Council as described in Rule 5b.3.3.5(b).
- c. The selection process for appointed District Trustees must follow Rules 5b.3.3.5(b) and 5b.3.3.6.
- d. Co-opted Trustees are persons co-opted by the District Trustee Board, see Rule 5b.3.3.5(c). Their term of appointment is a maximum of 12 months (though re-appointment is permitted).
The number of co-opted members must not exceed the actual number of appointed Trustees, excluding Chair and Treasurer. If a co-option is required mid-year because of a vacancy arising, then this rule may be broken, provided that the total number of Trustees remains no greater than the total number of Trustees permitted by District Scout Council resolution at the AGM.
The selection process for co-opted Trustees must follow Rules 5b.3.3.5(c) and 5b.3.3.6.

5c.2.5 District Scout Council – Annual General Meeting

5c.2.5.1

To support the planning and delivery of a District AGM there is a downloadable 'script' (including agenda and script templates and a suggested planning timetable).

5c.2.5.2

Each District Scout Council must hold an Annual General Meeting (AGM) within six months of the end of the District's financial year. The District should give four weeks' notice of the date of the AGM.

5c.2.5.3

The AGM must:

- a. Undertake governance oversight by
 - o approving the minutes of the previous District AGM
 - o adopting (or re-adopting) the constitution of the charity (see Rule 5b.3)
 - o noting the dates of charity's financial year
 - o approving appointed and community members of the District Scout Council
 - o agreeing the maximum total number of members of the District Trustee Board (this is one number representing the total of ex-officio, appointed and co-opted members)
 - o agree the quorum for future meetings of the District Scout Council
- b. Review the previous financial year by
 - o receiving from the District Lead Volunteer an overview of the past 12 months of activity in the District
 - o receiving and considering the [District Trustees' Annual Report](#) and the annual statement of accounts which have been approved by the District Trustee Board.

c. Make appointments

- appoint a Chair of the District Trustee Board, following recommendation from the selection process initiated by the District Trustee Board.
- appoint a Treasurer of the District Trustee Board, following recommendation from the selection process initiated by the District Trustee Board.
- appoint other members of the District Trustee Board, following recommendation from the selection process initiated by the District Trustee Board.
- approve the appointment of any District Presidents or District Vice Presidents and note current appointees (if any).
- appoint (or re-appoint) an auditor, independent examiner or scrutineer (see 5a.1.7)
- nominate two representatives of the District Scout Council to represent the District on the County Scout Council.

5c.2.6 District Trustee Board – purpose

5c.2.6.1

The District Trustee Board is a team of volunteers who work together, as charity Trustees, to make sure Scouts is run safely and legally. At the heart of their role is a focus on strategy, performance and assurance, working to ensure that the District is meeting The Scout Association's overall aims and strategic goals.

Effective Trustee support helps other volunteers run the Scout programme that gives young people skills for life.

5c.2.6.2

Members of the District Trustee Board must act collectively as charity trustees of the District, and in the best interests of the District's members.

5c.2.6.3

The District Trustee Board must act in the charity's best interests, acting with reasonable care and skill and take steps to be confident that:

- a. The charity is:
 - well managed
 - carrying out its purposes for the public benefit
 - complying with the charity's governing document and the law
 - managing the charity's resources responsibly
- b. The charity is operating compliant with POR and the local charity regulator, including effective management of each of the Key Policies listed in POR Chapter 2.
- c. Young people are meaningfully involved in decision making at all levels
- d. The District has sufficient resources (funds, people, property and equipment) available to meet the planned work of the District including delivery of the high quality programme and resource requirements of the training programme (see Rule 4.3.7)

5c.2.6.4

The District Trustee Board members must themselves collectively:

- a. develop and maintain a risk register, including putting in place appropriate mitigations
- b. ensure that the District's finances are properly managed, including development and maintenance of appropriate budgets to support the work of the District
- c. ensure that where one of the District's Explorer Units is partnered with a Group and the operational financing is undertaken by the Group, this arrangement is documented in the Partnership Agreement, and the finance arrangements must follow this guidance.

- d. maintain and manage:
 - o a reserves policy for the charity. This must address the minimum reserves that should be maintained to allow for difficult financial circumstances in the District, and must also include a statement about how reserves outside that 'minimum' will be used for development of Scouts
 - o an investment policy for the charity
 - o a public benefit statement for the charity
- e. ensure that people, property and equipment are appropriately insured, and that any property and equipment owned or used by the District is properly protected and maintained
- f. ensure the appointment and management and operation of any sub-teams, including appointing a Chair to lead the sub-teams. This should normally be one of the District's Trustees. This sub-team Chair role title is Sub-Team Leader (see the Teams Table in Chapter 16).
- g. ensure that effective administration is in place to support the work of the District Trustee Board
- h. appoint any co-opted members of the District Trustee Board
- i. ensure transparency of operation, including:
 - o prepare and approve the Annual Accounts and arrange their examination by an auditor, independent examiner or scrutineer as appropriate and as appointed by the District Scout Council at their AGM
 - o prepare and approve the [District Trustees' Annual Report](#) which must include the Annual Accounts and include the report from the auditor, independent examiner or scrutineer
 - o present the approved Trustees' Annual Report and Annual Accounts to the District Scout Council for their consideration at the District's AGM
 - o following the District AGM, ensure that a copy of the District Trustees' Annual Report and Accounts is filed as described in 5e.2.1.2
- j. take responsibility for the District's adherence to Data Protection Legislation recognising that, dependent on circumstances, it may at different times act as a Data Controller and as a Data Processor
- k. individually and collectively maintain confidentiality regarding appropriate District Trustee Board business
- l. put in place annually an open and transparent selection process to recommend to the District Scout Council appropriate persons to be appointed members of the District Trustee Board, including Chair and Treasurer. Vacancies for appointed Trustees only occur at the end of their period of appointment (for example, a Trustee may have been appointed for three years and so does not need to be re-appointed or re-selected after years 1 and 2).
- m. where staff are employed:
 - o act as a responsible employer in accordance with Scouts' values and relevant legislation
 - o ensure that effective line management is in place for each employed staff member and that these are clearly established and communicated
 - o ensure that appropriate specific personnel insurance is in place

5c.2.6.5

A District Trustee Board may create sub-teams it deems necessary to support its governance function. The District Trustee Board must ensure that for any sub-team it appoints:

- a. its purpose is governance focused and not operational
- b. its members are agreed and approved by the District Trustee Board
- c. the District Chair has right of attendance
- d. the District Lead Volunteer has right of attendance

5c.2.6.6

Sub-team members are not District Trustees unless they are already members of the District Trustee Board.

5c.2.6.7

All sub-team members must be recorded on the membership system.

5c.2.6.8

To support effective governance and share good practice, the District Chair and Treasurer should create a support network amongst the Group Chairs and Group Treasurers of the District.

5c.2.7 District Scout Council - Conduct of meetings

5c.2.7.1

The District Scout Council meets at their AGM (see 5c.2.5).

5c.2.7.2

It would be unusual for there to be additional meetings of the District Scout Council. This is because the primary task of the District Scout Council is to appoint the District Trustee Board. If members resign from the District Trustee Board, Rule 16.9.2.2 must be followed, thus rendering an additional District Scout Council meeting unnecessary.

5c.2.7.3

A District Scout Council meeting should normally be convened with at least four weeks' notice. A meeting may be convened on shorter or no notice with the agreement of at least three quarters of the members of the District Trustee Board.

5c.2.7.4

District Scout Council meetings are chaired by the District Chair. If the Chair is unable to be present, the Chair may appoint a delegate to chair a meeting of the District Scout Council subject to such appointment being approved at the start of the meeting by a majority of the District Scout Council members present.

5c.2.7.5

Only District Scout Council members, as defined in Rule 5c.2.4.2, may vote in District Scout Council meetings.

5c.2.7.6

The quorum for a District Scout Council meeting is agreed by the District Scout Council at their AGM (see 5c.2.5.3(a)).

If there is no quorum present at a meeting of the District Scout Council, the meeting must be closed and reconvened at the earliest opportunity.

5c.2.7.7

Decisions are made by a majority of votes cast by those present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

5c.2.7.8

To discharge their responsibilities, the District Scout Council may meet by video conference as well as (or instead of) face to face when agreed by the District Chair. The District Scout Council must not 'meet' using any indirect process, such as email.

At any meeting which is not fully in person, there must be an online poll or other electronic method of counting votes.

5c.2.7.9

All meetings of the District Scout Council, whether face-to-face or otherwise, must be properly recorded and minuted.

5c.2.8 District Trustee Board - Conduct of meetings

5c.2.8.1

Meetings of the District Trustee Board should be convened on at least two weeks' notice. Meetings may be convened on shorter or no notice with the agreement of at least half of the members of the District Trustee Board.

5c.2.8.2

District Trustee Board meetings are chaired by the District Chair. If the District Chair is unable to be present at a meeting, the District Trustee Board may choose a member to act as chair for the duration of the meeting of the District Trustee Board subject to such appointment being approved at the start of the meeting by a majority of the members present at the meeting.

5c.2.8.3

Only members of a District Trustee Board as defined in 5b.3.3 may vote in its meetings.

5c.2.8.4

The quorum for a meeting of a District Trustee Board is one third of the Trustees (ex-officio plus appointed plus co-opted) plus one [round down if necessary]. So, a Trustee Board with 10 members would have a quorum of four. And a Trustee Board with six members would have a quorum of three.

For any sub-teams of the District Trustee Board, the quorum for each sub-team must be set by the District Trustee Board, based on the size of the sub-team and the complexity of its task(s).

If there is no quorum present at a meeting of the District Trustee Board, or a sub-team, the meeting must be closed and reconvened at the earliest opportunity.

5c.2.8.5

Decisions are made by a majority of votes cast by the Trustees present at the meeting. In the event of an equal number of votes being cast on either side, the Chair does not have a casting vote and the matter is taken not to have been carried.

5c.2.8.6

To fulfil their responsibilities, the District Trustee Board may meet by video conference or in person, as determined by the District Chair. This includes 'hybrid' meetings, where some Trustees are present at an agreed location while others participate remotely via phone or video.

5c.2.8.7

Where urgent matters arise between scheduled meetings of the District Trustee Board and if it is not feasible to convene a meeting of the Trustee Board, electronic voting (such as email) may be used for decision making provided the District Chair deems it appropriate. For such decisions, a minimum of 75% approval from the Trustees is required [the 'rounding' guidance from 5c.2.8.4 also applies in this case]. The results of the vote must be reported to, and recorded in, the minutes of, the next District Trustee Board meeting.

District Lead Volunteer's Report 2024

We started the year with a District Conference at Gilwell Park, sharing ideas on transformation, programme delivery standards and digital tools. We also enjoyed meeting other team members whilst visiting the Gilwell Heritage Trail.

Hertford has a strong team of Young Leaders across most of our Groups who, whilst some are completing their DofE service or Chief Scout's award, teach the Beavers and Cubs Scouting Skills.

We saw some Section numbers go down due to adults leaving and the challenge of finding new team members, but I was delighted to see a new Cub Pack open with a full team of adult support.

Peter Knight continues to provide a range of District activities that are enjoyed by our young people including the Cub Swimming Gala, Ready Steady Cook and Scout Patrol Challenge weekend. Sadly, the Scout and Guide Night Hike was cancelled at the last minute due to exceptionally poor weather creating unsafe conditions, particularly for our younger members, in the autumn.

We participated in the County Green Beret Competition and the new look Peak Assault at Phasels Wood.

The District Trustee Board has focused on governance by reviewing the risk registers, district policies and supporting mandatory learning.

Chris Searle

District Lead Volunteer

HERTFORD DISTRICT SCOUT COUNCIL
Registered Charity Number 302543

BALANCE SHEET AT 31 DECEMBER 2024

		2024 £	2023 £
BANK BALANCES			
CAF Cash account	Bank balance as at 31/12/24	698.80	662.00
CAF GOLD account	Bank balance as at 31/12/24	44,580.04	25,997.61
		<u>45,278.84</u>	<u>26,659.61</u>
OTHER GROUP Bank Balances			
Hertford District Scout Active Support Unit		1,098.83	1,298.83
Hertford District Explorer Scout Unit - Istari		0.00	3,090.77
Hertford District Explorer Scout Unit - Nomad		0.00	7,482.93
Istari new account	CAF bank	314.77	0.00
Nomad new account	CAF bank	1,084.75	5,112.86
		<u>2,498.35</u>	<u>16,985.39</u>
Funds held for Jamboree			
	Funds held b/fwd	0.00	(2,194.20)
	Funds in		(2,409.24)
	Funds out		4,603.44
	Funds held c/fwd	<u>0.00</u>	<u>0.00</u>
INVESTMENTS (Current Value)			
(Charifund - Income units 4,649.751/4,649.751		68,462.93	66,723.46
(Total original investment cost £44,119.90/£44,119.90			
		<u>£ 116,240.12</u>	<u>£ 110,368.46</u>
Funds brought forward		110,368.46	103,013.09
Surplus for the year		5,119.23	3,212.23
Other Groups bank movements - surplus income/(deficit)		(987.04)	5,748.70
Increase/(Decrease) in value of Charifund over and above additional investment or withdrawals		1,739.47	(1,605.56)
Funds carried forward		<u>£ 116,240.12</u>	<u>£ 110,368.46</u>

We have examined the accounts of the Council for the year ended 31 December 2024 and certify that they are in accordance with the information, documentation and explanations supplied to us.

Thickbroom
Thickbroom Coventry Limited
Chartered Accountants
147A High Street
Waltham Cross
Herts
EN8 7AP

HERTFORD DISTRICT SCOUT COUNCIL
Registered Charity Number 302543

REVENUE ACCOUNT for the year ended 31 December 2024

	2024			2023		
	Income	Expenditure	Net	Income	Expenditure	Net
ADMINISTRATION						
Subscriptions/PA Insurances	3,950.00	0.00	3,950.00	3,304.00	0.00	3,304.00
OSM	0.00	774.00	(774.00)	0.00	967.50	(967.50)
Herts Lottery	47.19	40.56	6.63	0.00	0.00	0.00
Charifund Interest	4,184.78	0.00	4,184.78	3,975.54	0.00	3,975.54
Badges & sweatshirts etc	0.00	0.00	0.00	0.00	351.00	(351.00)
Training	0.00	100.00	(100.00)	88.00	390.00	(302.00)
Mini bus	2,485.00	2,127.27	357.73	3,625.00	3,285.29	339.71
Miscellaneous (inc bank charges and lease costs)	0.00	60.00	(60.00)	0.00	60.00	(60.00)
Printing, postage, stationery	0.00	148.40	(148.40)	0.00	14.39	(14.39)
Thankyou gift donations	0.00	0.00	0.00	110.00	0.00	110.00
Bank interest	835.37	0.00	835.37	526.54	0.00	526.54
Recruitment & Marketing	0.00	526.13	(526.13)	0.00	26.00	(26.00)
Hertford Team	0.00	764.53	(764.53)	0.00	753.20	(753.20)
DISTRICT EVENTS & COSTS						
AGM & Meetings	0.00	0.00	0.00	0.00	124.55	(124.55)
St. Georges Day Costs	350.00	375.66	(25.66)	1,052.08	1,611.71	(559.63)
Cub camp	3,555.00	3,461.13	93.87	0.00	0.00	0.00
Locheardhead 2023	0.00	0.00	0.00	52,498.66	55,668.15	(3,169.49)
Young Leaders	0.00	19.00	(19.00)	0.00	0.00	0.00
SCOUTING EVENTS						
Night Hike	8.00	2,034.63	(2,026.63)	3,705.65	2,988.56	717.09
Swimming Gala	416.00	564.86	(148.86)	996.00	526.52	469.48
Scout & Guide Challenge	1,200.00	872.84	327.16	706.00	615.87	90.13
Green Hat	1,350.00	1,158.73	191.27	920.00	842.66	77.34
Johnson Cup	0.00	14.00	(14.00)	0.00	44.00	(44.00)
Ready Steady Cook	0.00	100.00	(100.00)	0.00	25.85	(25.85)
Cub challenge	0.00	120.37	(120.37)	0.00	0.00	0.00
	18,381.34	13,262.11	5,119.23	71,507.47	68,295.25	3,212.22
Funds passing through Account on behalf of others						
National & County Subscriptions	24,687.50	20,737.50	0.00	24,136.00	20,736.00	0.00
Surplus transferred as Admin subscriptions	(3,950.00)			(3,400.00)		
SURPLUS FOR THE YEAR	39,118.84	33,999.61	5,119.23	92,712.47	89,500.24	3,212.23

	2024		2023	
		Surplus/(deficit)		Surplus/(deficit)
Hertford District Active Support Unit				
Opening balance	1,298.83		1,298.83	
Income for the year	0.00	0.00	0.00	0.00
Expenditure for the year	(200.00)	(200.00)	0.00	0.00
Closing balance at bank	<u>£ 1,098.83</u>		<u>£ 1,298.83</u>	
Hertford District Explorer Scout Unit - Istari				
Opening balance - TSB Account	3,090.77		3,108.51	
Income for the year	94.50	94.50	2,959.26	2,959.26
Expenditure for the year	0.00	0.00	(2,977.00)	(2,977.00)
Transfer to CAF bank account - see below	(3,185.27)		0.00	
Closing balance at bank	<u>£ 0.00</u>		<u>£ 3,090.77</u>	
Hertford District Explorer Scout Unit - Istari				
Opening balance - CAF Bank	0.00		0.00	
Transfer to CAF bank account from TSB - see above	3,185.27		0.00	
Income for the year	1,315.89	1,315.89	0.00	0.00
Expenditure for the year	(1,686.39)	(1,686.39)	0.00	0.00
Transfer to CAF Gold account	(2,500.00)		0.00	
Closing balance at bank	<u>£ 314.77</u>		<u>£ 0.00</u>	
Hertford District Explorer Scout Unit - Nomad				
Opening balance - Lloyds Bank	7,482.93		6,829.35	
Income for the year	855.50	855.50	8,439.29	8,439.29
Expenditure for the year	(99.41)	(99.41)	(7,785.71)	(7,785.71)
Transfer to CAF bank account	(8,239.02)		0.00	
Closing balance at bank	<u>£ 0.00</u>		<u>£ 7,482.93</u>	
Hertford District Explorer Scout Unit - Nomad				
Opening balance - CAF Bank	5,112.86		0.00	
Transfer from Lloyds bank account	8,239.02		0.00	
Income for the year	13,867.97	13,867.97	5,112.86	5,112.86
Expenditure for the year	(15,135.10)	(15,135.10)	0.00	0.00
Transfer to CAF Gold account	(11,000.00)		0.00	
Closing balance at bank	<u>£ 1,084.75</u>		<u>£ 5,112.86</u>	
		(987.04)		5,748.70

Treasurer's Report (Notes to the Accounts)

The District finances are still in good shape and will see us through a number of years into the future. The Trustees monitor our funds throughout the year plan to ensure we retain a healthy position.

Administration

The increase in income from Subs is due to a small increase in numbers across the District. Expenditure in the category of Recruitment and Marketing is due to the launch of the District's new website in January 2024 and investing in a couple of sail banners to spread the word. The increase in interest from our bank accounts is mainly due to good use of the Gold account.

Team Hertford

The District invites our volunteers to a Christmas Bash to say thank you for all the hard work they put in throughout the year. Team Hertford expenditure is partly this, but also includes a donation towards costs in providing us with a meeting space for Trustee and leader meetings.

Events

District events are planned to generally break even, however, there is an allocation in the budget to cover those events for which no charge is made and to provide operating costs for others including donations to Groups that have allowed us to use their premises to run events (particularly during the winter months when they have kept us warm!).

Night Hike

The Night Hike in 2024 shows a loss in excess of £2000 as a result of it being cancelled due to severe weather conditions making part of the route unsafe, particularly for younger walkers. However, this should result in a much lower expenditure in 2025 as all the materials purchased for activities will be used in 2025 – along with the sausages paid for in 2024 which will be supplied in 2025 (fresh from the butcher - not stored in a cupboard!).

Swimming Gala

The Cubs swimming gala made a small, budgeted, loss in 2024 (following a surplus in 2023, partly from more cubs participating, but also from a substantial donation which paid for the pool hire).

Reserves

Gold Account

In the last quarter of 2024 we transferred the excess balances from the Explorer Scout Units to the District Gold account. As we pay a small monthly fee on each account it didn't seem to be sensible to open a Gold account for each Unit. Therefore the Gold account balance on the balance sheet is now showing District Explorer Unit funds in addition to our general funds.

At the end of 2024 this was made up as follows:

District general account	£ 31033.44
District Nomad Explorers	£ 11038.00
District Istari Explorers	£ 2508.60

A small amount of interest was apportioned to each at the end of the year.

M&G Equities Investment Fund (Charifund)

The value of our investment in Charifund continues to rise and fall on a quarterly basis, with 2 good quarters in the middle of year we ended the year £1700 up over the 12 month period. Interest, which forms around half the District's overall income (and keeps the District levy down) amounted to just under £4200 for the 12 months from November 23 to October 24.

and finally, I would like to thank our scrutineers, Ruth and Robert, for their sterling service and for producing our summary of income and expenditure and our balance sheet. Thank you!

Activities Report for 2024

The sections have again been very busy and the events have run with good participation.

In January the Ready Steady Cook competition was run with a theme of "Paris". This was won by 3rd Hertford Scouts.

The swimming gala was held at Dehavilland Campus and was won by a combined team from 2nd Bengo and 1st Hertford Heath

A well-attended St Georges day ran, and we had a successful parade despite the overcast skies and the cold. A big thank you to all the marshals along the route and to the Guides for providing refreshments.

The Cub Challenge for 2024 was held at Tolmers in Sunshine and was the Olympics theme and was well supported. The winners were 1st Letty Green, followed by 3rd Hertford and then Hertford Heath

This year's Scout Challenge Cup was held at Tolmers. The winners were 2nd Bengo, followed by 1st Hertford and then 3rd Hertford with a more traditional patrol camp. We even had a visit from the High Sherriff and Lord Lieutenant.

The big sadness this year was that the Night Hike was unable to run, due to bad underfoot conditions on the route caused by what felt like a year of rain. Have no fear the event will run in 2025 with the same theme of Olympics.

Nomad entered Peak Assault which, for a first for the event, was held at Phasels wood, but don't worry there was still rain, but a drier second day for orienteering.

The Green Beret was supported by 1st Hertford Sea Scouts, 3rd Hertford Scouts, 2nd Bengo and 1st Hertford Scouts and Watton Scouts with a good contingent of Explorers supporting the activity. It was a very muddy event! A notable result was 1st Hertford B who came 18th overall and 1st in the Night bases (I believe they laid on a charm offensive, but its legal and points are points).

Once again I must thank all the Scout / Guide leaders and helpers, Members of Mid-Herts District, ASU members / FOG, Trefoil Guild for their time and effort and considerable assistance in making these events run to a high standard. Without this continued support the District would not have events, which are the envy of the County.

Peter "Uggi" Knight



As I write this report, I am delighted to see that 1st Hertford has re-opened its Jubilee Pack, so we now have eight Packs back in the District. I would like to welcome our new team and wish them all the best, I am pleased to hear they have already been joining in the District events.

All the Packs have their issues with numbers going up and down and leaders leaving and finding replacements, but I would like to thank and congratulate them all for giving the young people some fabulous activities and varied programmes.

There have been teams/ members at all the District events, the BL Challenge Cup, Johnstone Cup, Swimming Gala, St George's Day & Remembrance Parades and County Bushcraft. This is thanks to the leaders and District team that give up the time to go with them and organise the events.

After a busy year personally, I hope I will get around to visiting more of you.

Debbie Ryan

District Assistant Lead Volunteer - Cubs



Meetings were held at Bengeo HQ during the winter when we had a variety of activities and talks.

Maureen Shattock



Beyond the activities of the Beaver, Cub, Scout and Sea Scout sections which have been tirelessly organised so well throughout the year by all our volunteer leaders, the Trustees and probably others have been coming to terms with the new way of working involving the new membership database put into place by the Scout Association at the end of 2024.

The new database puts a significant onus on members to make sure that their records are up to date including an updated training programme. I am in awe that leaders have been able to keep working on their section programmes so well whilst being bombarded with messages about this or that detail of their membership needing to be updated or further training needing to be undertaken. My sincere thanks to all our leaders for taking all this change in their stride.

The Trustee board has also been coming to grips with the new expectations of working and the responsibilities that being a Trustee now involves. Basically, it is about keeping everyone in the Group safe and that it is being run effectively. Whenever there is a risk involved in an activity that our young people are undertaking the Trustees need to be satisfied that appropriate risk assessments are in place. This theme of risk management is now also being applied to our finances and our facilities. My thanks here to Rod Day for keeping careful control of our finances and to Ben Wilkerson for looking at risks that may show themselves around our property.

I cannot be more appreciative of all the work undertaken by our superb teams of leaders and the constant need to keep recruiting leaders so that demand for our Scout programme can be satisfied. A highlight therefore has been the putting together a new team of Cub leaders so that we can offer more places to that age group and therefore reducing our waiting list for more young people. On this theme, I would like to give a special mention to Sue Purkiss-Webb who stood down after last summer's Sea Scout camp having steered the successful Sea Scout programme for a number of years.

Outside of our young people, our main achievement of 2024 was to gain Planning consent for our new Headquarters building. This consent is only a small step in comparison to the next phase of gaining a new HQ which is to raise the money. I did not see 1st Hertford mentioned in the just published Spending review so I would be really appreciative of anyone who has some time and can write, to be part of a fund-raising committee in these difficult financial times. There is still money out there with various funding bodies, it just needs to be tapped. Anyone who has any leads for gaining funds please contact me.

Finally, my thanks to Chris Searle who has been holding onto an impossible task of leading a district team as well as taking on the role of Group Lead Volunteer. Chris has been a great inspiration and mentor to many of the leaders and we will be sad to see him leave us. I hope you will join me in wishing Chris all the best in whatever role he decides to take on in the future.

Richard Watson
Group Chair

It was good to see the Sausage Sizzle continue in 2024. The weather was good and we made a respectable profit for group funds.

A highlight for me was our Group summer camp at Tolmers. It was the first time in a number of years that we took both Cubs and Beaver. Cubs for two nights and Beaver just the one. From feedback received, it would appear that everyone enjoyed themselves.

Later this year we are holding our 2025 Group camp, again at Tolmers.

The Group also won district events, Congratulations to the Cubs for winning the British Legion Cup. Also congratulations to the Leadership Team on winning the quiz at the District Leaders Christmas Dinner. They all count!!

The sad news from last year was the decision to postpone/cancel exploration of the construction a new scout hut. Whilst we had been offered the land, the cost of construction, and associated legal and professional fees were something that we could not legitimately afford.

Finally, I would also like to take this opportunity to thank all the Leaders, Paul, Dawn and Sophie, Kate-Leigh and Sarah for the time and energy they put into planning and running meetings and events. Thanks also to my co Trustees, Denise, Paul and Dawn who, without their additional work, the group would struggle to survive. Can I also thank everyone for making the Group summer camp such a success, especially Nick Groom, who does wonders making sure everyone is well fed.

Mike Crafer
Group Chairman

Beaver Colony

Are current membership is 3 leaders and 14 beavers with one young leader.

Autumn term 2024 we went from 4 leaders to 2 leaders with Steve and Amanda moving on to run the 1st Hertford Cubs (Dragons), where their children also moved on and became Cubs. We packed in a lot of outdoor activities before we lost the evening sunlight such as the fire station visit, the assault course at Edge activity centre and a visit to the bunker at Hatfield police HQ. We had our own mini bonfire night and invested some of our new members.

In the spring term we saw the last of our original pack move up, all joining the 1st Letty Green Cubs and we also welcomed Anna and Kat as parent helpers, since then Anna has gone on to complete her leadership training modules. Leader Sarah also completed her first aid qualification! Congratulations to both! We took advantage of the darker nights with a visit to the Bayfordbury Observatory which earned the beavers their space badge and we had a movie night in the hall. We also completed the cooking badge in pancake day and the explore badge with a nighttime woodland wander. We worked towards our community badge by making mother's day baskets for the Hertford pantry and made a start on the reading badge.

Next term we are looking forward to finishing the reading badge as well as the annual St George's

Day Parade and of course this year's Camp with Cubs and the Brownies.

Unfortunately, the night hike was cancelled in autumn last year, so we are very much looking forward to preparing for that later in the year this year.

We also have many more badges and a few more investitures on the way to complete before we start to welcome the new children on the waiting list who all start to turn 6.

We're hoping we will see through a few more young leaders completing their Duke of Edinburgh, a big thanks to Dan, Anna and Harry for all their help over this year and last. They have shown great commitment to our pack. Also, a big thanks to our parents and Beavers for keeping up with our very busy programmes, we hope you've enjoyed as much as we have.

Katie, Sarah and Anna

Beaver Leaders

Cubs

The past year has been filled with adventure, learning, and camaraderie for our Cub Pack. Together, we have created cherished memories while growing as individuals and as a team. Here's a summary of our achievements, activities, and plans for the future.

Highlights from the Year:

1. Previous Terms:

- Ended the term with a highly enjoyable summer camp under perfect weather conditions. The Beavers joined us for a night, adding to the fun and community spirit.
- Welcomed 5 new Cubs from the Beaver program, bringing our pack to a strong 15 members.

2. Social Events:

- Hosted parties with the Beavers and Brownies, including the annual summer end-of-term party, a monster-themed night, and a festive Christmas celebration.

3. Skill-Building Activities:

- Practice night hike (unfortunately the real event was cancelled due to poor weather).
- Cubs embraced creativity and learning by making armpit fudge, crafting hot air balloons, honing map reading skills, designing Christmas candle holders out of clay, crafting paper planes, and exploring fascinating facts about polar bears.
- Pancake-making brought delicious fun to the pack.

4. Community Involvement:

- Attended Remembrance Day with exemplary behaviour and respect, making us all proud.

5. Excursions:

- Ventured out to exciting places, including Hendon Air Museum, Hatfield Police Station, Hertford Library, and enjoyed thrilling water activities at Essa.

Looking Ahead:

- With anticipation, we look forward to attending this year's St George's Day celebration on 28th April 2025. It promises to be another fantastic opportunity to showcase the spirit of our Cubs.

We would like to take this opportunity to thank to the Cubs, leaders, parents and volunteers who have dedicated time and effort to making this year special. Let's continue to nurture curiosity, skill-building, and the joy of being part of the Cub Pack. Together, we look forward to another year of adventures and achievements!



The Group has had some great achievements over the past year, our most memorable was getting Scouts gliding at the Cambridgeshire Gliding Centre, which I think was a first for 2nd Bengoe.

The Scouts also took part in the Norfolk Expedition, a tour of Beam theatre, a visit from the town Councillors, and they achieved 1st place in the BL Challenge Cup and 2nd Place in the Ready Steady Cook Competition. Numbers are healthy with 26 Scouts in the Troop.

The Cubs & Scouts had a joint summer camp to Leslie Sells Activity Centre in Bromham, Beds. The Cubs visited the Friends Meeting Place in Hertford, went river dipping with Friends of the Rib & Quinn (FORQ). They took part in the County Cub Bushcraft event, the Johnstone Cup and were winners of the District Swimming Gala with a joint team with 1st Hertford Heath.

The Cubs & Beavers had a sleepover at Lye End Farm near Buntingford. The Beavers have been working on combatting loneliness in the Community and have visited Beane River View care home to talk to the residents, entertaining them with their singing and playing games indoors and out with them. The Beavers also visited Broxbourne Woods and went on the sculpture trail and have been busy with their crafts, biscuit making and much, much more.

I would like to send my Congratulations to all the Chief Scout Awards gained over all our sections. Fundraising has been from our Quiz Night, Seasonal Fayre and Hall Bookings.

Thanks to our dedicated Leaders, Young Leaders, Trustees and Parents who have supported our young members over the year.

Debbie Ryan
Group Lead Volunteer

In summary the Group is vibrant, good growth across all three sections, supportive parents, and a very committed set of leaders/helpers. We have a good relationship with the Watton Guide sections and the local Parish Council - collaboration is excellent. The feedback I receive from the parents and from social media is always very positive and lots of great quotes – ‘fun’, ‘exciting’, ‘well organised’, this could be seen at Group. We have recruited new two new trustees and 4 new helpers this year. Big thanks to all the volunteers in the group.

Key points to be noted for the Group:

- Finances – good order with a healthy balance, no debt and well managed – reserve of £20K+
- Operational risk assessments for the hut and grounds are up to date (utilities, grounds and equipment)
- The outline cost and options for a new hut are under way
- Section numbers - Beavers 18, Cubs 32 and Scouts 18+ with a healthy waiting list
- Retainment of Cubs moving to Scouts is moving in the right direction
- Recruitment of helpers and leaders good progress made – lots of young leaders
- Review of each section shows a balanced, very active and full Scouting program
- Good coverage and attendance across all Scout District and County events
- Group is well known in the village, plays an active part in village life and supported well by the parish council – village fete and Christmas card delivery service

Beaver Section – Phoebe and her team do a great job, with great help from the parents, Chief Scouts Award being gained by my many Beavers, the induction process works well, and this is reflected with great parent feedback, and the section offers a well-balanced program. The Beavers have attended and supported both District and County events with the support of parents.

Cub Section – David, Alex, Kaine and team have provided a great and broad program – the use of external activity providers by the Cubs has extended the Cub program – they have organised four great camps all being well attended. The cub section has supported all District, County and village events.

Scout Section – Peter, Martin and Matt have done a great job in growing the number of Scouts to 18+, this has come about by offering a more diverse program and starting to work more closely the Cub and Explorer section.

Working with the District Lead to re-establish a new Explorer unit in the village, new volunteer leaders identified, and plan established to build out the new Explorer unit agreed and will start in January 2025.

The Group has transitioned from a legacy constitution and trustee arrangement to the new TSA structure.

Forward looking - Focus to move to fast-track the new hut project in 2025 with the help of the Parish Council. Recruit a chairman, more parent help and trustees are ongoing.

Richard Wing, Group Lead Volunteer

