

Gordano District Scouts Trustee Board Meeting - 27th January 2025

Finance Report

Account Balances as at 31st December 2024

Current Account - £31

Deposit Account - £50,521

WSJ Fund - £3,485

Portishead Development Fund - £485

Growth & Development - £19,907

District Events - £5,000

Clevedon Explorers - £2,401

General Funds - £14,242

2024 Spend Against Budget Key Variances

Income

District Capitation – Budget £15,000 – Received £14,628

Badge sales – Budget £0 – Received £529

Other – Budget - £0 – Received £518

Overall – Budget - £15,000 – Received £15,675

Expenditure

Glenny Wood User Agreement – Budget - £10,000 – Spend - £9,508

District Events – Budget £2,000 – Spend - £0

Badges purchased and postage costs – Budget - £0 – Spend - £672

Grants to Groups (Portishead Development Fund) – Budget - £0 – Spend £1,500

Minor equipment (Ten Tors equipment) – Budget - £0 – Spend - £1,545

Other – Budget £2,923 – Spend £3,232

Overall – Budget - £14,923 – Spent £16,457

As the funds allocated for District Events in 2024 has not been spent, I propose that £2,000 is added to the District Events fund bringing the total fund to £7,000.

Going forward, I propose to use the term ‘Finance Plan’ instead of Budget for all communications regarding District Finances. This is to reflect the flexibility of our use of our funds and to encourage creative thinking of our leaders.

The plan will be reviewed regularly and any changes will need to be agreed by the Trustee Board as required by the POR.

Finance Plan 2025

I have attached the proposed plan for 2025. I have included £3,000 proposed expenditure for recruitment. This has resulted in a net deficit in 2025 of around £2,500. As we have unallocated funds of £14,000, and this is not a recurring cost, I am happy to recommend that we accept this deficit as a good use of our excess funding.

Indeed we have considerable funds (over £35,000) at our disposal across our various funds (Events, Growth & Development, & unallocated) and I would urge the DLVs to consider how these can be utilised to improve scouting across the District.

Glenny Wood Finance Plan 2025

I have also attached the Finance Plan for Glenny Wood for the current financial year.

District Finance Rules

As instructed at the last meeting, I am reviewing the procedures for managing the District funds. These rules will apply to all District accounts including Glenny Wood, Ten Tors and the Explorer Units.

I intend to produce a draft copy for discussion at the next meeting of the Trustee Board.

Expense Cards

Barracuda and Kilkenny ESUs have both started to use 'Expense Cards' so that leaders can pay for general expenses without using their personal credit/debit cards

The cards are funded by an account at Stripe Bank and the cards are loaded with funds by the administrator (the ESU leader). The card holders are then free to spend to the amount of cash on the card. All transactions are reported on OSM and there is a facility for all receipts to be uploaded to OSM for review.

I have not been involved with the set up of these cards by the ESUs and I have a number of concerns I am investigating. I intend to build any District rules procedures document. The questions raised:-

I have asked the Scout Association for some guidance.

1. What limits should be applied to the amount of pre-loaded funds on the cards? – consider risk of misuse or loss.
2. Does the act of transferring the funds to Stripe with dual signatories adequately cover the requirements of the POR?
3. Should the administrator (person who loads the cards) also be a cardholder?

In my opinion, there has long been a need to give leaders a way of purchasing goods for their scouting requirements without using their personal bank accounts. This provides that and it is the responsibility of the Trustees to manage the risks. As long as leaders are sensible and keep the funds on the cards to a minimum, and ensure that receipts are uploaded to OSM as soon as possible, we should encourage their use.

I would be grateful for any thoughts from my fellow trustees on this subject.

Phil Savage