



Arundel & Littlehampton District Scout Council Annual Report 2002/2003

Trustees of the Arundel & Littlehampton District Scout Council

Listed below are the Trustees of the Arundel & Littlehampton District Scout Council Registered Charity No. 305868.

Simon Burgess	District Commissioner	Started 1/9/2002	ex-officio f,p,c,a
Peter Ingram	District Chairman		ex-officio f,p,c,a
Prue Payne	District Secretary		ex-officio f,p
Don Simmons	District Treasurer		ex-officio f
Andy Spencer	ASL 1st Rustington		Co-opted p
Julie Dixon	Deputy District Commissioner		Elected f,p,a
Andy Jones	SL & ESL 1st Yapton & Ford		Elected
David McCorquodale	CSL 1st Yapton & Ford		Elected
Anne Fuller	BSL 1st Rustington Resigned 19/11/02		Elected
Ian Buckman	District Explorer Commissioner		Elected p
Almut Wardle	Scout Fellowship		Elected p
Angus Attle	ASL 4th Littlehampton		Nominated
Margaret Baker	Scout Fellowship Resigned 19/11/02		Nominated
Anne Lecuyer	CSL 1st Rustington Resigned 24/9/02		Nominated
Jill Gladman	Appointments Chairman		Nominated p,a
Dave Goodridge			Nominated
Peter Richards	Scout Fellowship		Nominated c

Executive Membership of Sub-committees: -

f – Finance & Fundraising p – Programme & Development c- Campsite a - Appointments

District Chairman

The past twelve months have seen many changes - new programmes and new sections. We in the District have also experienced change, having said our thanks to Colin Fraser on his retirement as District Commissioner in June and welcoming his replacement Simon Burgess in October. Simon comes fresh from his exams and the post of Deputy District Commissioner for Worthing. Already we have seen the benefit of the wealth of experience he brings to the District, looking at communication, possible areas of development and support for the Scout Groups in this area.

The District Executive Committee during the year has considered a new constitution (Terms of Reference) and copies are now available. In appointing Sub-Committees, the Executive has been conscious of the need to have experienced and competent members. The Appointments Sub-Committee has widened its membership to encompass our Chaplain and those who work in areas of Child Protection. Volunteers are not always easy to find, and certainly some Sub-Committees could benefit from wider and new membership.

One important decision made at the back end of last year was to maintain the level of the District element of membership subscription at the same level as the previous year. This has meant trimming our expenditure and keeping budgets as low as possible. The Bill Redman Fund was redesignated as the Development Fund, and monies from it will now cover grants to members asking for worthwhile assistance.

The Chairman of the Sub-Committee supporting the District Campsite unfortunately gave up, and although one of our Vice-President, Mr. Bill James agreed to take over, his health has been such that he can no longer continue. The Campsite is one of the areas in need of our support, both from the camping aspect but physically with voluntary help. We also have a District Marquee, that we would like to hire out, thus gaining income for the District, but once again, we need help in erecting, dismantling and generally looking after it.

In conclusion, I would like to thank the 1st Rustington Scout Group for their efforts on the District's behalf, whilst last year's Duty Group and to thank 1st Yapton and Ford Scout Group who are currently looking after our interests at District events.

Peter Ingram – District Chairman

District Commissioner

It gives me great pleasure in writing this my first annual report as District Commissioner for Arundel & Littlehampton District Scouts. I was extremely proud to be appointed to this role, a role that I hope I can do justice.

The year began with my predecessor Colin Fraser in the post of District Commissioner, a role he clearly enjoyed and that gained him the respect and thanks from members of the District. I would like to personally thank him for the support and advice that Colin and his wife Ruth gave me and wife Dawn in the first few months of my appointment.

This year saw the introduction of the new balanced programme, which has been met with great enthusiasm and is now being implemented in all Groups. All Groups are now extensively wearing the new uniform and we have seen the full introduction of the new 14 to 18 years Explorer Scout Section throughout the whole of Arundel & Littlehampton, we hope to see this growing in strength in the next year. In addition to these major impacts Leaders had to deal with last year, Scouting also saw the

introduction of new Criminal Record Bureau (CRB) procedures in June 2002. The CRB forms have proved very successful in increasing confidence in our child protection process. A large proportion of the adults in the District have now been CRB checked.

Communication in Scouting has always proved challenging, to this end much effort has been aimed at its improvement, a monthly (ish) newsletter is now being produced, ("Viewpoint") to keep adults in the District up to date with the latest developments. This is sent out not only in paper form but to about 25% of the Districts adults via email, allowing direct delivery into their homes. Monthly paper circulations of information ensure that a route into every Group is maintained, every Group now has one or more contacts for communications. Ad hoc communications are emailed to those on the District list when information needs to go out quickly. Prue Payne my District Secretary must get my thanks for the hard thankless work she has put in to ensuring everyone gets the information they require, as well as all the other jobs she does on behalf of the District.

The District has now got its own web site www.al-scouts.org.uk which allows Leaders and other adults to find out what's going on and has also provided a useful point of contact for those interested in joining Scouting in the area. We hope to expand the site over the coming year to include content of interest to the young people involved in Scouting, as well providing information of wider community interest. Adults in the District have access via a secure password to an online diary detailing Group, District and community events which we hope they will use to improve the opportunities for the young people in their Groups. If you get the chance, log on and see what Arundel & Littlehampton Scouts Online has to offer.

We have had a change of Badge Secretary this year, with Wyn Ayling giving up her boxes of badges and passing them on to my wife Dawn Burgess, who I persuaded to take on the job. Wyn had completed over 8 years as Badge Secretary and we owe her a great deal of thanks for the service she has given over that time. The badge shop is now moving in to the digital age with a web page, email and a new management database developed by Ted Slade, thanks Ted. The need to buy new stock this year means that no profit has been made in this year.

Development has been our number one priority and the District Team and I have looked at areas that need targeting, various initiatives have been identified and we are doing our best to support the growth of Groups and increasing adult support. We are undertaking our development plan with the assistance of the County Team and our Field Development Officer from National HQ, Don Wills, who I would like to thank for the support he has given me over the last year.

Much valuable work has taken place in Groups for development and with this in mind West Sussex Scouts have recognised two Groups 1st Barnham and 1st East Preston for increasing numbers in their Groups significantly. Size is not everything, but larger numbers helps Groups to provide more interesting and exciting programmes, so well done to both of these Groups as well as to all those Groups who have managed to keep their current number of young people and adults. We have only seen a small drop in the census figures this year.

The duty Group this year, 1st Yapton & Ford and last year 1st Rustington have set a standard for others to follow. I would like to thank them for the various events they have attended on behalf of the District in particular, Founders Day, St. George's Day and of course for their work at the AGM. Well done.

This year saw the World Jamboree in Thailand over the Christmas/New Year holidays and our District representatives Kylie Read and Laura Keen (1st Ferring) flew out with the rest of the West Sussex contingent and had a great time learning about the cultures of other countries, doing community projects as well as have a great deal of fun. All the needed finance to send them out to Thailand, and to support Scouts from underprivileged countries was raised by the two Scouts, their parents and 1st Ferring Scout Group. Well done.

The Campsite this year has been used by quite a number of Groups from in and outside the District over the last year, which brings in some well needed revenue to undertake improvements such as the recent work in extending the car park. We hope that the site can be used more as it is a very valuable District resource. A new campsite leaflet has been produced, again with the help of Ted Slade this is to send out to any potential users. I would like to thank, Oliver Buckman (Warden) and his Team and the Campsite Committee headed until recently by Pete Richards. Bill James who took over from Pete unfortunately also had to resign due to ill health, we wish you well Bill.

If I was asked to pick out the best thing so far in my time as District Commissioner, I would have to choose two, just to be difficult. The first being the Sandcastle Competition for the Beavers in September 2002, I was just taken a back by the fun and enjoyment that these youngsters aged 6 to 8 (and some of the adults too) were gaining from this age old activity, showing that Scouting can harness the best of the new activities young people like today, with traditional activities that perhaps many do not even have a chance to do in the 21st Century. The second was the gaining of the Queen's Scout Award by two young men who thought they had missed out on the award because of their age. Following the increase of the upper limit for Network Scouts to 25 years they were able to show me that the activities that they completed as Venture Scouts, as Leaders in 1st Rustington and in their own busy lives, proved they deserved the highest training award in Scouting. Well done to both Tony Hammond and to Martin Richardson on their achievement.

I must thank the work of my District Team, without them I could not hope to keep in touch with all that is happening in all the sections and the Groups, so I would like to particularly thank all my Group Scout Leaders, my Assistant District Commissioners, District Leaders and my Deputy District Commissioner Julie Dixon who has been a great help in every way possible and for making me see that not everything can be done in a day.

Peter Ingram steps down as Chairman of the District at the 2003 AGM, I would like to thank him for his invaluable help and support, Peter's Scouting knowledge and his enthusiasm for getting things done properly has probably rubbed off on me. I hope that next years Executive Committee, (whose membership this year I also thank), will operate in away that he would approve, hopefully continuing in the comfortable surroundings of the Body Shop board room, for which we thank the company for. I look forward to working with our new Chairman Tony Squires who has a wealth of experience in Scouting and the Community that I know he will use for the benefit of young people in this area.

We are very fortunate that His Grace Duke of Norfolk (formally Lord Edward, Earl of Arundel) has again been our District President throughout the year; I would like to thank him for his continued support and guidance. His contribution to Scouting in the area spans nearly 30 years and he has given us immeasurable help in many ways.

I would like to particularly thank this year the support that the Richard Thompson the Deputy County Commissioner has provided us this year, not only did he fill in as DC, he has provided me considerable guidance and support for the running of the District.

It has been a challenging 12 months but there has been a considerable enthusiasm from those in the District to make Scouting succeed. Therefore one of my last comments must be that of great thanks to all the adults in the District who spend hours of their time without any pay, to further the aims of the movement. I would like to thank everyone also for making me and my wife Dawn (who I owe so much for allowing me the time to fulfil this role) feel so 'at home' with Scouting in the Arundel & Littlehampton District.

Scouting today caters for boys, girls, young men and young women from age 6 through to 25. As you will see from this report Scouting in this District covers a wide variety of activities both on land, sea and in the air, which is as relevant today in the 21st Century, as it was in 1907 when it began.

Simon Burgess – District Commissioner

Beaver Scouts

The Beaver section has had a difficult year with many groups now operating on a very small leader base, though Beaver numbers are going up again. The young leaders are proving to be very helpful in most groups and make up the leader/child ratios. With the Beaver age children, the more adults the better, and with the new programme you really need enough capable people to run the programme smoothly.

One or two Colonies have now awarded some of the beavers the new Chief Scout Bronze award, which is quite an achievement for the Beavers, as they have to work on their own as well as with the Colony to meet the required levels.

As a district, we again had a joint funday with Bognor and Chichester in June and the weather was great this year. As it was the Jubilee year we decided to make it a Jubilee Tea Party and we had the Mayor of Littlehampton to open it, dressed as a queen. We had a clown on site, as well as castles, sieving for gold, face painting, and we made crowns, jewellery, helmets/shields/swords, and a castle of boxes and a collage Dragon before tea, then had a few games afterwards.

At the County Gathering in September, we were congratulated for putting on an informative Beaver section, many leaders pulled together to get a variety of projects for display, and I would like to thank all those that helped.

September 22nd saw us on the beach for our annual Sandcastle competition- the tide didn't quite behave itself, but after a few games it was out far enough for the Beavers to build some wonderful castles, even though some groups had to join together to get enough beavers. It was the joint team of the 5th/7th that won this time. Congratulations to them.

December 3rd saw us in Church at Rustington for a Christingle Service, which was a great success, it was a shame it wasn't given more support, but those of us that turned up enjoyed it, and hopefully we will get better support this year. I would like to thank Peter for all his hard work in arranging it for us.

Each group had its own Christmas activity, with East Preston putting on a Nativity, and 5th having a water splash party at the swimming pool. Angmering had a tea party, where they had a 'bring and buy' sale for the Street Children of Columbia, and awarded the Beavers their first badges (Faith) and presented one Beaver with a special group participation award.

The Beavers leaders again had their own Christmas gathering, which was a good night out in December, not quite as well supported as some years, but enjoyable all the same.

Nothing stays the same long in Scouting, and with all the new programme changes we are progressing in improving Scouting for the Beavers, with some more new leaders we would have a great team.

Viv Turner – Assistant District Commissioner (Beaver Scouts)

Cub Scouts

Having taken over as temporary ADC Cubs in November it was nice to see that all the packs had managed to get to grips with the new programme. I am trying to visit all the packs and if I have not got round to you yet I do apologise and will do so as soon as I can.

My first official job was to present the new Silver Award to cubs at 1st Rustington Kingfisher pack. I must say that this was very daunting due to the large number of parents present.

The District First Aid competition in March, organised by Chris and Graham McIntyre, was well attended with 1st Yapton and Ford taking the winner's trophy, second place went to 1st Barnham, and 1st Rustington Kingfishers came third. In April, 1st East Preston Zulus A won the 6-a-side football competition organised by Stephen Cleall. Second place went to 1st Rustington Kingfishers with 7th Littlehampton in third place and 1st East Preston Zulus B as runners up. Well done to all who took part and my thanks go to the organisers and their teams.

A District Cub Camp is arranged for the last weekend in June and there is a quiz night to be arranged later in the year.

I would just like to end by saying "Thank you" to all the Leaders, Assistants and Helpers for their dedication and hard work, without which the Cub section would not be so successful.

Jill Gladman – Assistant District Commissioner (Cub Scouts)

Scouts

Barry Spalding Assistant District Commissioner for Scouts resigned his post in September 2002, we thank Barry for his work in looking after the Scout section in the District. Since Barry's resignation there has not been an ADC (Scouts) in post which has meant that the Scout section has lost some direction when it comes to District led activities. However the Scout Leaders have rallied round and have continued to provide Scouting to a high standard in their own Groups for the new age range of 10½ to 14.

This new age range has proved a challenge in itself with many of the Patrol Leaders who really assisted the Leaders in running Troops leaving to join Explorers. The Troop Leadership teams have managed to overcome any problems that this change has caused and are looking at revised methods of delivering Scouts with the new balanced programme. Next year I hope that more activities can be run for the benefit of the Scout section, to date we have already got a couple of activities in the diary for later on in 2003.

I would like to thank all the Leaders in the Scout Section for their hard work over the last year.

Simon Burgess – District Commissioner

Explorer Scouts

Explorer Scouts is one of the two New Sections for Scouts aged 14 to 18 years. Although one or two of the units were set up prior to this year, this year saw Explorers really up and running.

Explorer Scouting is now flourishing in Arundel & Littlehampton District with six Units with links to all the Scout Troops. Although there have not been any District events this past year, it is hoped that now the Units are established that programmes will develop and Explorers will have the opportunity to link with others from Units around the District as well as taking part in their own unit activities.

One of the six units is a specialist Explorer Unit for the Band, although numbers are low the ability to recruit externally will I am sure give the band and the range of activities to Explorers in the District a boost. I am confident that Explorer Scouting will help retain the older Scout age Group as long as the activities on offer can provide what young people of this age Group require.

Finally I would like to thank the work of all the Explorer Leaders who have worked really hard to make Explorer Scouting such a success.

Ian Buckman – District Explorer Scout Commissioner

Scout Network

Although not a District Responsibility the 18 to 25 year age Group is alive and well in the District, with many Network Scouts already holding warrants and other adult appointments in Groups. A formal structure for the operation of this section has yet to be established in this area, but it is hoped that this will be up and running in the next few months with the help of the County Team.

May I take this opportunity to ask any 18 to 24 year olds who have not yet signed up to the Scout Network or would like to find out more, to contact me ASAP at dc@al-scouts.org.uk or phone 01903 721654.

Simon Burgess – District Commissioner

Creative Arts

Following a difficult period, due to low numbers, our District Scout Band reports that they currently have fifteen good musicians. Only a few events were covered during the year but practice in both playing and marching continued and more engagements have been accepted for the coming year as they continue to seek new recruits. It has been my pleasure to play in the Band and I have seen the hard work and dedication of its members under the guidance of their Bandmaster.

1st Angmering Cub Scouts staged a pantomime for parents and friends in January after a month of rehearsals. All Cubs who took part gained their entertainment badge. Well done!

The big creative event of the year has got to be the 1st Rustington Gang Show which played to full houses at the Windmill Theatre, Littlehampton, on all four performances. From the first opening bars to the final curtain this happy vibrant show was appreciated by enthusiastic audiences. The Group received many letters of congratulations and good press coverage. Well done and thank you to the producer and all members from every section, leaders, parents and everyone involved...

when's the next one!!!

Colin Fraser – Assistant District Commissioner (Creative Arts) & Band Member

Adult Training

Since September last year, when I took on the role of Assistant District Commissioner (Adult Training), 17 Leaders, both new and existing, have attended either one, or all, of the 3 progressive training courses (Introductory, Planning & Camping and Sectional Management) held in West Sussex. These courses, apart from increasing leadership and general skills, also generate lots of fun as well as opportunities to mix with other new leaders both within the District and from other Districts around the County.

Within the Arundel & Littlehampton District over 50% of Warranted Leaders have now completed their Training and gained their Wood Badges.

I congratulate all Leaders, GSL's and Commissioners for their enthusiasm in working towards, and gaining, their Wood Badges and I am sure all their hard work will be rewarded in the coming year.

Julie Dixon – Deputy District Commissioner

District Treasurer

The following accounts show a record of the level of income and expenditure for the year ending 31st March 2003. For the 5th year in a row the District maintained the previous years subscription to the groups in order to help reduce the impact of increases in capitation fees from both Headquarters and County.

At the end of the last year financial year the District's interest in the Headquarters building was relinquished. This has greatly helped in budgeting as the maintenance costs were rising each year together with the costs of preventing vandalism. In respect to the campsite its expenditure was maintained within the agreed budget.

This year the Badge Account has been included in the District Account for the first time and has not been treated as a separate entity. With the new scout badges having been introduced this year the old badges are being sold off and 75% depreciation has been allowed in the figures.

For the second successive year the District arranged a meeting attended by District Treasurers and the Group Scout Leaders to collect subscriptions for the following year. This again was a successful evening and greatly helped in reducing the administration involved in collecting the subscriptions. May I thank all the Districts Group Treasurers and Group Scout Leaders who attended the meeting and all who have supported me over the past year. Finally may I take this opportunity to thank my fellow committee members who have assisted me over the last year.

Don Simmons – District Treasurer

Arundel & Littlehampton District Scout Council

Receipts & Payments Account summary for the year ended 31st March 2003

	This Year General Fund	Previous Year
	£	£
Total receipts for the year	27,637.75	30,530.83
Total payments for the year	(27,459.25)	(30,036.01)
Net receipts (payments) for the year	178.50	40.90
Net receipt for Badge Account year ended 31st March 2002	-	453.92
Cash, bank and similar funds brought forward	19,299.82	17,325.53
Badge Account brought forward	-	1,479.47
Cash, bank and similar funds carried forward	19,478.32	19,299.82

The above account and accompanying statement of assets and liabilities were approved by the Trustees on 20th May 2003 and signed on their behalf by

Peter Ingram - District Chairman

Donald Simmons - District Treasurer

Arundel & Littlehampton District Scout Council

Receipts for the year ended 31st March 2003

	This Year	Previous Year
	£	£
MEMBERSHIP SUBSCRIPTIONS		
Paid	19,095.80	19,840.80
	<u>19,095.80</u>	<u>19,840.80</u>
INVESTMENT INCOME RECEIVED		
Bank Interest	74.60	105.30
	<u>74.60</u>	<u>105.30</u>

DONATIONS / GRANTS		
Donations	21.03	175.00
Arun District Rate Relief	553.21	1,052.41
Memoria Collections	140.00	-
	<u>714.24</u>	<u>1,227.41</u>
ACTIVITIES		
Fellowship Account	743.51	695.86
Camp Warden Account	821.91	1,261.98
Band Account	1,676.39	1,751.49
West Sussex Area Training	268.74	40.00
Badge Account	1,823.15	1,373.95
	<u>5,333.70</u>	<u>5,123.28</u>
SUNDRY RECEIPTS		
Jamboree	1,065.00	3,000.00
District HQ Hire	90.00	1,024.04
Sale of District Outbuilding	200.00	-
Electricity Refund	1,029.51	-
Badge Account	34.90	-
Caravan Sale	-	20.00
Marquee Hire	-	50.00
Scout Activities	-	20.00
Christmas Meal Deposit	-	120.00
	<u>2,419.41</u>	<u>4,234.04</u>
TOTAL RECEIPTS FOR THE YEAR	<u>27,637.75</u>	<u>30,530.83</u>

Arundel & Littlehampton District Scout Council
Payments for the year ended 31st March 2003

	This Year	Previous Year
	£	£
MEMBERSHIP SUBSCRIPTIONS		
County and HQ	15,180.00	15,988.35
	<u>15,180.00</u>	<u>15,988.35</u>
PREMISES		
Camp Site Rent	545.00	545.00
Camp Site Rates	553.21	553.21
Camp Site Electricity	293.04	149.03
Camp Site Water	219.26	103.52
Campsite Maintenance	585.13	1,385.00
District HQ Water	29.77	85.88
District HQ Telephone	-	30.86
District HQ Rates	-	499.20
District HQ Maintenance	-	122.91
District HQ Rent	-	100.00
District Insurance	-	-
	<u>1,020.82</u>	<u>916.89</u>
	<u>3,246.23</u>	<u>4,491.50</u>
DONATIONS / GRANTS		
	<u>327.86</u>	<u>50.00</u>
ACTIVITIES		
Fellowship Account	788.05	1,033.60
Camp Warden Account	758.82	86.42
Band Account	1,152.68	2,073.50
West Sussex Area Training	268.73	46.27
Badge Account	2,169.17	920.03
	<u>5,137.45</u>	<u>4,159.82</u>
ADMIN/ESTABLISHMENT EXPENSES		
Stationery	307.65	67.07
Training	178.40	-
Copy Machine	600.02	594.27
Hall Hire	60.00	-
District Team Expenses	829.24	670.70
	<u>1,975.31</u>	<u>1,332.04</u>
SUNDRY PAYMENTS		
Jamboree	1,315.00	3,500.00
District Meeting	50.00	66.15
Lottery Licence	17.50	17.50
Badge Account	34.90	-

St Georges Day Parade	175.00	225.00
Christmas Meal Deposit	-	120.00
Sundries	-	85.65
	<u>1,592.40</u>	<u>4,014.30</u>
TOTAL PAYMENTS FOR THE YEAR	<u>27,459.25</u>	<u>30,036.01</u>

Arundel & Littlehampton District Scout Council
Assets and Liabilities year ended 31st March 2003

	This Year	Previous Year
	£	£
MONETARY ASSETS		
Bank Current Account(s)	5,828.26	4,871.96
Bank Deposit Account(s)	6,402.38	7,107.69
Band Account	3,306.61	2,782.90
Camp Warden	2,345.68	2,282.59
Fellowship Account	8.02	52.56
Training West Area	Closed	268.73
Badge Account	1,587.37	1,933.39
	<u>19,478.32</u>	<u>19,299.82</u>
INVESTMENT ASSETS		
The Scout And Guide Trust Fund	791.78	871.79
	<u>791.78</u>	<u>871.79</u>
NON-MONETARY ASSETS (Assets for Charity's own use)		
Badge Secretary's stock	1,631.00	2,044.56
Scouting equipment, furniture, etc.	30,590.00	30,989.00
	<u>32,221.00</u>	<u>33,033.56</u>
LIABILITIES	<u>0.00</u>	<u>0.00</u>
	<u>52,491.10</u>	<u>53,205.17</u>
CONTINGENT LIABILITIES AND FUTURE OBLIGATIONS	None	

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable Accounting Standards and Statements of Recommended Practice and the regulations made under 544 of the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

CONSIDERATION OF RISKS

The District Scout Executive (as Charity Trustees) has always been mindful of its responsibilities in Risk Management and, in accordance with the revised requirements of The Statement of Recommended Practice (SORP 2000), is outlining the major risks and appropriate systems that are in place to mitigate those risks.

The Executive has specialist sub-committees to manage these risks and highly values the reputation of Scouting. It seeks to enhance this reputation through effective publicity; care in recruitment (including adoption of the new Criminal Records Bureau screening procedures), financial control, management of adults; and by working closely with the District and County Teams to amicably resolve those few disputes which do arise.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ARUNDEL & LITTLEHAMPTON DISTRICT SCOUT COUNCIL

I report on the accounts of the District for the year ended 31st March 2003 which are set out on pages above

Respective responsibilities of trustees and examiner

The District 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 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 particular matters have come to my attention.

Basis of Independent 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 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 a 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 Act
- have 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.

Mr. Trevor Brookman – Independent Examiner

Awards

The following awards were gained by members of the District from April 2002 to March 2003

Wood Badges

Peter Robinson	ABSL/DBSL	1st Yapton & Ford
Caroline Taylor	ASL	1st Yapton & Ford
Anne Fuller	BSL	1st Rustington
Alan Moss	ASL	7th Littlehampton
Hazel Pearce	CSL	1st Barnham

Long Service Awards & Certificates

25 Years	Jill Gladman	Appointments Chairman (now ADC Cub Scouts)
15 Years	Wendy Rockcliffe	BSL 7th Littlehampton
15 Years	Sandra Brown	BSL 1st Rustington
15 Years	Doreen Parkes	BSL 1st Angmering
10 Years	Neville Colgate	ASL 1st Yapton & Ford
10 Years	Ian Gaskell	GSL 1st Angmering
5 Years	Jeff Cox	CSL 1st Ferring
5 Years	Peter Robinson	ABSL 1st Yapton & Ford & DBSL
5 Years	Janet Hewson	ABSL 1st Yapton & Ford

Queen's Scout Award

Tony Hammond	1st Rustington	March 2003
Martin Richardson	1st Rustington	March 2003