



TRUSTEE TALK



February 2010

www.kentscouts.org.uk

ISSUE 10

Welcome to the 10th edition of
Trustee Talk
Essential reading for all Scouting Executive Members

For email addresses use @ instead of AT

Trustee Talk / Trustee Talk Live

This edition of Trustee Talk takes us into the fourth year of TT and I hope you find the information useful. We're always on the look out for interesting snippets of information that might assist you in your role as a trustee (member of a Scout Executive committee in a Group, District or on County Board of Trustees), and also for you to use this newsletter as a way to pass on information to other trustees. We'd also like to hear from you about topics you'd like us to try and cover.

The Training and Communications working group is also looking at providing more training for trustees, possibly another Trustee Talk Live as in March last year, or maybe joining up with uniformed colleagues on one of their training days. Please let us know what you would like to see covered. Think about the roles and responsibilities of trustees (see www.charitycommission.gov.uk/publications/cc3.asp for comprehensive information) and then decide where you think you need support and let us know. Email me at liz.simmons@kentscouts.org.

Factsheets from last year's Trustee Talk Live are on the County website, www.kentscouts.org jump code 515 (put the code in the box on the right

hand side of the menu bar at top of page), along with other downloadable information relevant to Kent Scouts.

County Directory

The 2010 County Directory is now available from Nadia at County Office. Sadly there are a number of Districts that haven't confirmed their information so some of the pages may not be completely up-to-date. There's nothing we can do about that - it is the responsibility of the District to confirm or amend the draft details which Nadia sends out to them in the months preceding publication of the directory. If you spot out-of-date details please email Nadia, nadia@kentscout.org.uk, and they will be updated for the next publication. Please note - the details contained in the directory are for use for Scouting purposes only, and please respect the privacy of individuals. Remember that many people may be ex-directory. Rather than giving out people's contact details take a message and pass it on to the relevant individual.

The Barn, Grange Farm

Work at our new County Centre, The Barn, Grange Farm, is progressing well and Simon Corrigan has been appointed as Centre Manager. He will move into his flat once renovation work is completed, hopefully next month, and events are already being booked at the Barn. For up-to-date information see the County website, jump code 611.

Annual Census

By now most Groups will have submitted their annual census data to HQ and their District. Please could Districts ensure that the information is returned to our County Secretary, Nadia, at County Office, in good time so that the County return may be completed promptly. Thank-you.

POR (Policy, Organisation and Rules) and Factsheets

POR is Scouting's rulebook and every so often it is updated and revised. When this happens amendments are published but after a while there are so many amendments that navigating through them becomes a nightmare. Because of this, from time to time, POR is republished in its entirety and a new version was published last month, available at www.scouts.org.uk/supportresources/71. This, along with many helpful Factsheets (www.scoutbase.org.uk/library/hqdocs/facts/), will help you in your role as a trustee in Scouting.

Gift Aid - Time is running out!

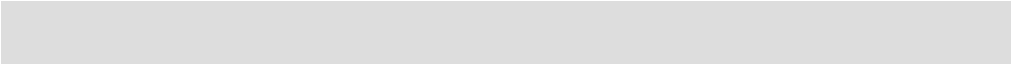
Hopefully many Groups and, if appropriate, Districts, will claim Gift Aid (claiming back the tax paid on donations / subscriptions at no cost to the person making the donation). Once registered you can claim Gift Aid retrospectively on donations / subscriptions but, as Beccy, our County Projects Adviser reports: **TIME IS RUNNING OUT!** - Groups who are thinking about starting a Gift Aid scheme should do so as quickly as possible as the length of time for backdating claims changes in April 2010. You will only be able to back claim four years instead of six at the moment. The fundraising team at the Scout Association have incorporated this information within a new factsheet "Fundraising FAQs" FS190026 which can be found at www.scoutbase.org.uk/library/hqdocs/facts/pdfs/fs190026.pdf. This is an important element of any fundraising strategy for your Group - and many Groups in Kent claim over a £1,000 a year from Revenue and Customs!

Kent Scouts Annual Review

Our 2009 Annual Review is now available in a new, animated, format on the County website, www.kentscouts.org.uk/adventure. See the adventure - spread the word!

Going Green

As Scouts we have a responsibility to make sure our practices are environmentally friendly and so we should welcome the fact that the Charity Commission board has agreed to add the issue of environmental responsibility to core guidance documents for charities (Hallmarks of an Effective Charity and the Essential Trustee),
www.civilsociety.co.uk/governance/news/content/5981/



CRB / ISA

The ISA (Independent Safeguarding Authority) went "live" in October 2009 and information about the Vetting and Barring Scheme may be found at www.isa-gov.org.uk/PDF/VBS_Guidance.pdf. Trustees should ensure that the process is being carried out correctly in their Group or District but need not be involved in the process personally.

It is important that those involved in the Appointments procedure are aware of the rules of ISA and, of course, the Association's Appointment procedure. Factsheet 321004 gives help on CRB checks.

www.scoutbase.org.uk/library/hqdocs/facts/pdfs/fs321004.pdf


An update on who needs to be covered and definitions on "frequent contact" etc. can be found at

www.nspcc.org.uk/Inform/cpsu/NewsAndEvents/isa_vbs_update_december2009_wda70216.html



Keeping up with Charity Law

New regulations and laws concerning those in the voluntary and charitable sectors seem to come out with unceasing regularity. A useful website to visit from time to time to keep up with changes is voluntarynews.org.uk/news/.



Save our cheques!

As you may have heard in the news recently, banks want to end the use of cheques by 2018. There are concerns in the charity sector about whether those who donate via cheques will continue to make donations, but I think there is also a concern for many charities about the way in which bills can be paid. Many small charities (for example, Scout Groups) pay their bills by cheque with two signatories as "due diligence" to avoid anyone making off with Group funds! Consultation is taking place at the moment and if you would like to make comments see www.institute-of-fundraising.org.uk/pressnews/topstories/saveourcheques for more information.

Do we have to pay VAT?

Some Groups and most Districts will be registered charities. This often leads to questions such as "Do we have to pay VAT?". A question and answer article found at www.guardian.co.uk/society/2009/dec/15/charities-tax-vat might be useful.

Saying "Thanks"!

It always makes you feel good when someone says "Thanks", perhaps something we don't do often enough. As the AGM season approaches maybe Exec Committees might like to think whether there are any adults whose practical support or service to Scouting, usually over a number of years, is considered worthy of special recognition. (This is for adults in non-uniformed positions - there is another award scheme for uniformed adults). The Thanks Badge is available through Badge Secretaries as a badge or brooch in two versions, silver and oxidised electro-plated steel and the AGM is the ideal time to make the presentation. See POR Chapter 11, rule 11.9 (www.scouts.org.uk/documents/por/2010_updates/Chap11Jan10.pdf) for more details, and the badges themselves are available from Badge Secretaries.

I hope you find these items and links helpful. If you have anything you would like to contribute to this newsletter or any questions you would like us to try and answer please let me know: liz.simmons@kentscouts.org.uk (substitute @ for AT) by 15th April 2010.

FOR A FULL KENT SCOUTS EVENTS DIARY LOG ONTO
www.kentscouts.org.uk

For up to date monthly information about what is happening in the County log onto www.kentscouts.org.uk and download CCC - County Commissioner's Communication. Published on the 1st of every month and sent by email to all Districts. Contact your DC and ask to be put on their distribution list if you don't currently receive CCC.

Contacts

Kent County Scout Council, The Youth House, Upbury Manor Complex,
Marlborough Road, Gillingham, Kent, ME7 5HR ☎ 01634 281770
Office Hours Mon, Tues, Thurs and Fri. 9am - 4.30pm,
Wednesday only 10am - 2pm

Scout Information Centre, Gilwell Park, Chingford, London E4 7QW
☎ 020 8433 7100 Open 8am - 7pm Mon - Fri / 9am - 12 noon Saturdays

www.kentscouts.org.uk

www.scouts.org.uk

www.scoutbase.org.uk (for POR and factsheets)