

SCOUTS ASSOCIATION POLYAPES SCOUT CAMP SITE

England & Wales · Charity number 1044613

Details

Status Registered

Legal form Other

Registered 1995-03-09

Register [View on the Charity Commission register](#)

Contact

Address 24 Effingham Road
Long Ditton
Surbiton
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Email polyapes@hotmail.com

Website www.polyapesscoutcamp.co.uk

Activities

Objects: TO PROMOTE THE DEVELOPMENT OF YOUNG PEOPLE IN ACHIEVING THEIR FULL PHYSICAL INTELLECTUAL SOCIAL AND SPIRITUAL POTENTIAL AS INDIVIDUALS AS RESPONSIBLE CITIZENS AND AS MEMBERS OF THEIR LOCAL NATIONAL AND INTERNATIONAL COMMUNITIES

Activities: Scouting activities - camping

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Amateur Sport
- **Who:** Children/young People

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£89,828	£103,391	-	-
2024-03-31	£75,148	£88,880	-	-
2023-03-31	£77,649	£82,820	-	-
2022-03-31	£62,131	£59,579	-	-
2021-03-31	£32,752	£27,549	-	-

Trustees

Name	Role	Appointed
BARRY HITCHENS		2018-11-12
CHRISTOPHER DALEY		2019-09-04
Christopher Charles Manning		2024-11-12
Craig Chambers		2024-11-10
DAVID WEEDON		2019-11-10
Dr Thomas Andrew Wilkinson		2023-11-12
Jack Voice		2024-11-10
NEIL FINDLAY		2023-11-13
Phil Atkins		2024-11-12
Simon Clarke		2019-11-10
Stewart Nash		2019-09-04

Accounts



AGM

3:30pm

09/11/25



POLYAPES MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

Sunday 10th November 2024

3.30pm held at Polyapes Campsite

AGENDA

1. Introduction and welcome

2. Apologies for absence

3. Governance topics

- a. Approve the Minutes of the Polyapes Annual General Meeting held on Sunday 10th November 2024
- b. Confirm the number of Members that may be appointed to the Management Committee/Trustees
- c. Discuss the quorum for future Meetings of the Management Committee/Trustees (excluding this AGM)
- d. Matters Arising

1. Review of the previous year/Reports

Treasurer – Annual Report & Accounts

Wardens – Simon and Hannah Clarke

Chair – Chris Daley

2. Appointment/Election of Officers:

Chair

Treasurer

Independent Examiner of Accounts – Peter Runacres

Appointing any other Members of the Management Committee/Trustees

3. Awards

4. AOB

5. Closing Remarks

****Date of next Polyapes AGM – Remembrance Sunday 2026****

Polyapes Management Committee/Trustees

Minutes of AGM – Sunday 10th November 2024 @ 3.30pm - held up at Polyapes Scout Campsite

Present

Andrew Creasey, Graham Myatt, Steve Myatt, Emily Leach, Phil Atkins, Chris Daley, Steve East, Chris Manning, Tom Wilkinson, Tina Baker, Richard Baker, Lisa Cross, Barry Hitchens, Simon Clarke, Hannah Clarke, Laurence Chenery, Mike Parr, Jack Voice, Camille Lobjoit, Iain Lobjoit, Andrew Burns, Steve Muckian, Carole Needham, David Weedon, Kevin Browne, Sarah Swann, Bill Swann, Dave Voice.

Chris Daley, Chair of the Polyapes Management Committee/Trustees welcomed everyone to the AGM meeting and thanked those who attended the remembrance service.

1) Apologies for Absence

N Finley C Chambers

2) Agreement of Previous Minutes 2022

Proposed by Chris Daley

All attending – in favour

3) Matters Arising

None.

4) Reports

Treasurer's Report – Please see the 2023 AGM Brochure for the full Financial Report and Accounts.

Oversight on accounts that there was no profit made in the reserves due to the spending on improvements and provision of new activities. Thanks, given to Barry and the examiner of accounts.

No questions were raised regarding the accounts.

The new transformation has thrown up anomalies, due to being under 2 sets of district rules. Secretary cannot be a trustee. The AGM is not currently in line and another AGM is required within 6 months. To achieve this, it is proposed to extend the financial year by 6 months. The new financial year will potentially run from August to September. This technicality to be discussed further over the next 2 months.

Wardens' Report – Please see the 2024 AGM Brochure for the Wardens' Report which highlights the hard work completed by the Wardens' and Polyapes SASU. Simon thanked the service crew for their immense time giving and efforts for all the work they do. There are plans in the making to create a bouldering wall. The chair then reiterated his thanks to the service crew's hard work. No questions were put to the Wardens.

Tom Wilkinson gave thx to Simon, the Polyapes Service Crew and Lisa for all their hard work. This was also supported by Dave Weedon.

5) Election of Officers

The chair informed the meeting that Lisa Cross was resigning from the board of trustees with effect of this meeting and he thanked her for the tireless work she had done. Hannah presented Lisa with gifts as a token of thanks from everyone at Polyapes. A new secretary will be sought in the coming period.

The Chair, Treasurer and Auditor would remain in place and there was no change to the current board of trustees.

Although There is a new notetaker Steve Muckian who has volunteered himself to the role which was accepted by the meeting.

Additionally, Jack Voice is taking on the under 25 rep for young people and Craig Chambers, Phil Atkinson and Chris Manning were also accepted on to the board by the meeting.

There was unanimous approval for all the Officers by those present.

6) Thanks, and Closing Remarks

Question was raised regarding the membership numbers. The chair explained this is not confirmed yet due to the changes in the governance document not being in a final form yet but will be in place soon.

7) Any Other Business

None

Meeting closed at 4 pm.



Treasurer's Report 2024/25

Treasurer's Report to the members of The Scouts Association Polyapes Scout Camp Site for the year to 31st March 2025



RECEIPTS:

Grants and Donations: £3,365 (2024- £2,190)

Our SASU team has generously provided services to various users of the site, and these users have shown their appreciation by giving us donations ranging from as little as £15 to £1,900!

Camping Fees: £83,713 (2024 - £70,204)

The site is offering a wider range of services than ever before. Site camping fees and activity fees are £10,000 up on last year (2025: £65,000 - 2024: £54,954) and the shop revenues have almost doubled to £6,219 (2024: £3,488) and rent of 6 of the 10 containers that we are leasing is contributing over £10,000 annually (2025: £12,495 – 2024: £11,762). The profit margins on activities and the shop are approximately 50% each with the containers generating closer to 66%.

At year end we have taken almost £12,000 (2024: £10,000) in deposits for future bookings which reflects a potential gross camping fee income for 2025-6 of £90,000.

Hutchison 3G: £2,750 (2024- £2,750)

The Hutchinson 3G contract covering this income was signed in April 2002 and ran to 31st March 2022. Negotiations to renew the contract have been protracted and acrimonious. In the interim, the agent has paid us fees in line with the terminated contract. The new contract provides us with fees of £2,750 per annum for the next 10 years with cost-of-living adjustments every 3 years. Legal costs related to the renewal were £3,215 being in excess of the first year's fees (£1,200 this year and £2,015 in 2023).

EXPENDITURE

Recurring Operating Costs: £48,476 (2024- £49,147)

There were significant increases in all areas of expenditure in the 2023-24 year (almost 50% increase from 2022-23). This year, the only area of continued increase is the Cess Pit! (2024-5 - £ 6,177: 2023-4 - £ 3,119). We are likely to have to accept this cost to remain high in the future. General maintenance is also expected to continue at around £10,000 to £15,000 a year for some time to come. Our expanded SASU team requires sustenance while working on site plus appropriate clothing and training for the jobs undertaken. This has cost £6,147 this year (2024: £8,039).

Administration Costs: £1,760 (2024- £2,000)

Excluding one-off items (most renegotiations legal fees - £1,200 in 2023-24) the cost of running the OSM invoicing system is the only administration cost this year (2025: £1,100 - 2024: £800). This year we replaced the print cartridge for the printer (£660).

Other Expenditure – Major Improvements: £42,076 (2024- £29,337)

I leave it to the warden to elaborate on the wide range of major projects undertaken by the team over the last 12 months. The most expensive project was the building from scratch a Tuck Shop

(£16,956). Many other projects required significant manpower not necessarily reflected in the costs incurred.

Activities (net of cost): £6,173 (2024 - £4,162)

The Range and the Crawler are in demand and require continual maintaining. The cave bus is costing £2,600 a year running from October to October. Going forward we have negotiated a 50% reduction in annual rent. We share 50/50 the fees for the Holiday Bus. It generated around £2,000 in rent this year.

OVERALL

The site began the year with reserves of £19,503. We spent £13,564 (2024: - £13,732) more than we received in the year leaving us with reserves of £5,940 at the period end. This represents a little under 5% of total expenditures in 2025. The trustees reserve policy is to have 6 months of running costs in reserve and to begin building a designated reserve to replace buildings, being 10% of site fees per year. We do not meet this objective at 31st March 2025.

Polyapes Cash Control

The Shop sales are recorded using "Square" which is a free Inventory Management System. The System records sales between the Card Machine and items paid in Cash

No Cash has been banked during the year; cash is just kept in a tin. (which is a security risk)

The current Treasurer, Barry, does not keep a formal record of Cash Balances except annually which means that errors will not be noticed promptly.

Stock for the Tuck Shop is purchased, presumably, by the Warden some using his Credit card or Paypal and some using the cash takings.

In the Accounts to 31/3/25 there is a cash anomaly because the amount of cash used to purchase Stock exceeds the cash recorded as being taken in the Tuck Shop.

Opening Cash Balance £300

Shop Sales in Cash £2,932

Stock Purchases £3,713

Closing Cash Balance £150

Overspend £631

There is no easy explanation as to how this has happened, Square may not be accurate (Unlikely but remember Horizon and the Post Office) The Warden may have forgotten to claim all the money (also Unlikely) Cash has been taken for Tuck Shop sales or other activities and not recorded, Barry says this is unlikely but is probably the most likely explanation.

I recommend Barry starts a proper Cash Recording System. Square has a printout of sales analysed between Cash & Credit card which can be taken at any time, most systems have a mechanism where the totals can be Zeroed, I recommend that this is done monthly and the cash taken recorded, any cash purchases made in the month deducted and the cash reconciled also monthly.

So, it would look like

Opening Cash balance £xxx

Shop sales £xxx

Purchases £xxx

Closing Cash balance £xxx

This will very quickly highlight any discrepancies which can be investigated in a timely fashion rather than at the year end.

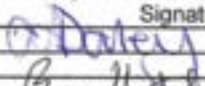
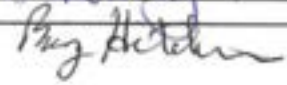
I also recommend that Polyapes opens trade accounts with it's suppliers to make it easier to pay if there is insufficient cash balances to make the necessary purchases.

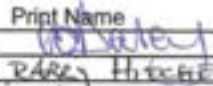
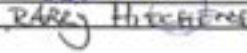
THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE **Statement of assets and liabilities at the end of the year**

	31st March 2025	1st April 2024
	Unrestrict- ed funds £	Unrestricted funds £
(Charity Reg. No. 1044613)		
Cash funds		
Nat West Bank	-	13,654
Lloyds Bank	4,168	14,075
Shop cash float	150	300
Total cash funds	4,318	28,029
Other monetary assets		
Overpaid invoice-refunded in May	-	624
Prepaid insurance	7,526	-
Sub total	7,526	624
Investment assets		
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Shop stock	2,000	800
Other	-	-
Sub total	2,000	800
Liabilities		
Accounts not yet paid	7,404	9,450
SES Water Expenses incurred but not invoiced	500	500
Other liabilities	-	-
Sub total	7,904	9,950
NET ASSETS AT END OF YEAR	5,940	19,503
(Charity Reg. No. 1044613)		

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on 23rd 2025 (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature



Print Name

 Chair

 Treasurer

23/7/25

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2024	To	31st March 2025
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Receipts and payments

(Charity Reg. No. 1044613)

	2025 Unrestricted £	2024 Unrestricted funds £
Receipts		
Donations, legacies and similar income	-	-
Donations	-	-
Gift Aid	-	-
Sub total	-	-
Grants		
Maintenance grant	-	-
Other grants	3,365	2,190
Sub total	3,365	2,190
CAMPING FEES		
Scouts & Guides	42,089	33,485
Non-Scouting	12,725	13,439
Activities - Range, Crawler, Cave Bus	10,185	8,030
Shop	6,219	3,488
Container Rent	12,495	11,762
Sub total	83,713	70,204
Investment income		
Bank interest	-	4
Hutchinson 3G	2,750	2,750
Sub total	2,750	2,754
Total Gross Income	89,828	75,148
Insurance Claim	-	-
Total receipts	89,828	75,148

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2024	To	31st March 2025
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Receipts and payments

(Charity Reg. No. 1044613)

	2025 Unrestricted £	2024 Unrestricted funds £
Payments		
Recurring Operating Costs		
Site general maintenance	11,420	12,472
Utilities, cleaning & licenses	23,409	21,092
Insurance	7,501	7,543
SASU	6,147	8,039
Sub total	48,476	49,146
Legal fees - Mast	-	1,200
AGM, OSM and trustee expenses	1,760	800
Sub total	1,760	2,000
Major Improvements		
Tuck Shop	16,956	-
Fencing	8,930	2,785
Boiler replaced	-	2,727
Warden Hut	3,447	-
Car Park/driveway	3,877	-
Mowgli - shower	-	1,517
Equipment	5,048	6,220
Alarm system	-	-
Oxshot shed	-	222
Big Help Out Day	-	567
Signage	156	1,323
Tree control(moths)	3,400	11,490
Warren	-	214
Garden	263	2,272
Sub total	42,076	29,337
Activities - Range, Crawler, Cave Bus	6,173	4,162
Shop & Badges	1,457	444
Containers for rental	3,448	3,791
Sub total	11,078	8,397
Total Gross Expenditure	103,391	88,880
Net of receipts/(payments)	- 13,563	- 13,732
Cash funds last year end	19,503	33,235
Cash funds this year end	5,940	19,503

Independent examiner's report to the trustees of Polyapes Scout Camp

I report on the accounts of the Charity for the year ended 31 March 2025.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Peter Runacres

Address - 8 Waldegrave Road, Bromley, BR1 2JP

12th October 2025

Wardens Report 2024/25

A few stats to start you off (a bit like last year) ...

196 hours of Instructor led Activities (8.29% increase)

390+ hours of self-led activities (11.43%)

7962 YP attending the campsite, be it day visitors, mid-week bookings or camping (6.81% increase)

11841 nights of camping provided to those staying at Polyapes (6.27% increase)

£6138.90 Tuck Shop Sales (compared to £5639.27 23/24)

Our service crew have worked hard this year on the following projects.

- New Tuck Shop
- Started repairs on the adult toilet block
- Fitted new external lighting to buildings
- Installed 2 donated containers from 1st Oxshott
- Plant trees and saplings
- Strim trim and more strimming
- Went on courses to provide more activities for young people (Crossbows)
- Replace no less than 14 broken toilet seats
- Unblock toilets 30+ times
- Cut the grass with the tractor 20+ times
- Cut the memorial field with 2 lawn mowers when the tractor broke down
- Repair lots of broken bits!

It is always hard to put down on paper what the crew have been up to as each week something new comes up and it doesn't get written down, we have put in a job management solution to try and help us with maintenance and projects, however trying to get everything that is done is not an easy task.

We always need more help and would love the districts to be more involved, trying to get engagement from all the users of site is a big thing for us.

We still have had an issue with Oak processionary moth and have had to have all of our oak trees treated yearly, we have also identified that all of the Lawson Cypress trees between the car park and memorial need to be removed due to limbs being dropped and lots of die back, this is scheduled to be completed later in the year when the site isn't as busy, however may be completed sooner if required.

The Wardens are still looking at the viability of moving into the crew hut and creating more accommodation space for crew members, this would allow us to give more time to the site and give the site some additional income which we believe could be very useful, we are needing the support of the districts on this.

None of the above would have been possible without the support of our amazing crew, they give up many hours and weekends between them to keep the place running and improve facilities so that the site is safe and future proofed for our young people.

Please come and speak to us if you have any spare time that you could give, we can find jobs for anyone to do!

Finally, I'd like to thank everyone who uses the site and all the positive (and even negative) feedback we receive, Polyapes is your site, we are just keeping it going and trying to improve what we have for the generations to come, without your support and utilisation of our site, this would not be possible.

Simon & Hannah Clarke



Chairman's Report 2024/25

It has been another successful year at the campsite. The site is being used extensively by many groups for all sorts of activities. The number of bookings is up substantially and consequently the site's income has also risen. The increased use of the camp site over the last two or three years has been outstanding, and this has no doubt been driven by the wider range of activities available and the improved site facilities.

For anyone that has been up to the site recently you have no doubt seen the new office/tuck shop building. The facility has been almost entirely built by the site crew and now provides a much-improved office/reception area and a significantly larger tuck shop. The improvements to the shop area have already led to a rise in the shop's income, which will add to funds for maintaining and improving the site.

The successes mentioned above have been largely achieved by the work of the Warden, Simon Clarke and his wife Hannah and the rest of the service crew. I would like to thank them on behalf of Esher District for all their hard work over the last few years.

The owners of the fields adjoining the camp site have made an application to Elmbridge Council to develop their site for housing. We had known for some time that this situation was going to arise, and this has been a tricky issue for the site trustees. As some of you will know, there has been considerable local opposition to the plan, and the residents of Oxshott and Stoke d'Abernon have no doubt expressed their views to the Council.

The Trustees at Polyapes have decided to remain neutral regarding the proposal, but we are in some negotiations with the developer to protect our legal interests. In that regard the trustees have recently appointed a solicitor to act on behalf of the site, and over the next few months this matter will develop further.

Finally, because of other commitments I am standing down as the Chair of the Polyapes Trustees Committee and Niel Findlay from Royal Kingston District will take over in the short term. Traditionally the chair position has been held jointly by a representative of both owner Districts. It would therefore be sensible at the Polyapes AGM in November that the two Districts each to nominate one representative to become joint chair.

Chris Daley

Chris Daley

MANAGEMENT COMMITTEE/TRUSTEES REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025.

Polyapes is a registered charity (1044613) that provides and maintains the camp site and buildings. The site was acquired in two separate transactions, in 1928 and 1937, by trustees acting on behalf of the then Kingston on Thames Boy Scouts Association (the "Founding District"). The purpose of the acquisition was that the site be a camping ground.

There being no evidence of an original trust deed or appointment of trustees in 1928 or 1937, in order to regularise the ownership of Polyapes, Trustees were first formally appointed in 1948 when the Founding District was reconstituted into four separate Districts, namely Kingston, Malden & Coombe, Surbiton and Esher ("the Original Owner Districts").

In the period since 1948, further reorganisations have occurred and the Original Owner Districts are now reduced to two, namely Royal Kingston (incorporating, after intervening reorganisations, the District of Kingston, Malden & Coombe and Surbiton) and Esher ('the Current Owner Districts').

The current Trustee of the site is the Scout Association Trust Corporation ('the Current Trustee'), having been appointed on 5th February 2018 and is duly registered at H M Land Registry under the number SY780840.

The Original Owner District together with the Owner Districts, following subsequent reorganisations, managed Polyapes through a Management Committee/Trustees appointed in accordance with the Constitution and rules in place. The powers, duties and rules have been governed by the constitution since 1975 or thereabouts and amended from time to time subsequently. The last such amendment was in 2019.

Polyapes is registered with the Charity Commission with the number 1044613. The objective of the charity is to provide a natural space for Scouts and other young people to camp in unspoiled surroundings.

The governance of the charity is provided by a Management Committee/Trustees made up of appointed representatives from Esher District and Royal Kingston District. Traditionally, the Management Committee/Trustees are confirmed at the Annual General Meeting of Polyapes annually. The management committee meets 4 to 6 times a year to oversee the running of the site.



Trustees during the 2024-25 reporting year were:

Chris Daley	Committee Chair (Esher Trustee)
Barry Hitchens	Treasurer
Simon Clarke	Warden and Bookings Secretary
Stewart Nash	Royal Kingston District Commissioner
Neil Findlay	Royal Kingston District Chairman
David Weedon	Royal Kingston District Trustee – Responsibility for Polyapes.
Tom Wilkinson	Esher District Commissioner
Chirs Manning	Esher Rep
Jack Voice	Independent under 25
Phil Atkins	Esher Parent and Polyapes Rep
Craig Chambers	Independent
Stephen Mackian	Polyapes Rep

Bankers

National Westminster Bank Plc, 10 Victoria Road, Surbiton, Surrey KT6 4JY and

Lloyds Bank plc, 15 Blackheath Village, Blackheath, London, SE3 9LH.

Independent Examiner

Peter Runacres (F.C.A.), 8 Waldegrave Road, Bromley, BM1 2SP

Risk Assessment

The Management Committee/Trustees maintain an on-going assessment of the major risks confronting the charity that might restrict its ability to meet its objectives.

Specific risks include the ability to maintain buildings to an adequate standard to meet changing health and safety standards and to keep the site secure both when occupied and when not.

The Management Committee/Trustees regularly reviews current regulations and the status of the buildings to ensure compliance with regulations and to identify and commission repairs and improvements to buildings.

The site does not employ permanent staff. To operate an effective camp site requires considerable commitment by volunteers. There is a constant risk that the demands on volunteers will exceed the needs of the site. The Management Committee/Trustees continues to explore the facilities available through the wider Scouting community to attract competent volunteers to meet the needs of the site.

Reserves Policy

The Management Committee/Trustees have resolved to create reserves for the eventual replacement of buildings as and when funds are available.

Investment Policy

The charity generally does not have sufficient funds to invest in longer term investments. All funds are held in cash.

Accounts



Polyapes

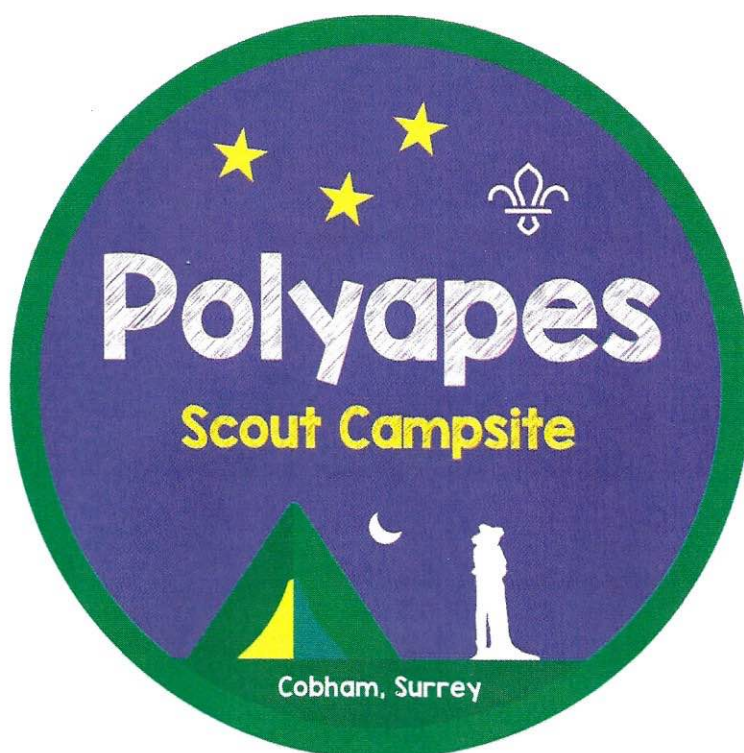


Scout Campsite

AGM

3:30pm

10/11/24



POLYAPES MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

Sunday 10th November 2024

3.30pm held at Polyapes Campsite

AGENDA

1. **Introduction and welcome**
2. **Apologies for absence**
3. **Governance topics**
 - a. Approve the Minutes of the Polyapes Annual General Meeting held on Sunday 13th November 2023
 - b. Note the financial year for Polyapes Management Committee/Trustees
 - c. Confirm the number of Members that may be appointed to the Management Committee/Trustees
 - d. Discuss the quorum for future Meetings of the Management Committee/Trustees (excluding this AGM)
 - e. Matters Arising

1. **Review of the previous year/Reports**

Treasurer – Annual Report & Accounts

Wardens – Simon and Hannah Clarke

Chair – Chris Daley

2. **Appointment/Election of Officers:**

Chair – Chris Daley

Treasurer – Barry Hitchens

Independent Examiner of Accounts – Peter Runacres

Appointing any other Members of the Management Committee/Trustees

3. AOB

4. Closing Remarks

****Date of next Polyapes AGM – Remembrance Sunday 2025?****

Polyapes Management Committee/Trustees

Minutes of AGM – Sunday 13th November 2023 @ 3.30pm - held up at Polyapes Scout Campsite

Present

Chris Daley – Polyapes Chair and Esher, Simon & Hannah Clarke – Site Wardens/Polyapes SASU, Andrew Burns – DC Team Esher, Neil Findlay – Polyapes and Royal Kingston, Polyapes SASU members: Steve Myatt, Andrew Creasey, Laurence Chenery (Laul?), Camille Lobjoit, Iain Lobjoit, Anne Clarke, Amy Clarke, Steve Armitage. Kevin Browne – Military Vehicles, Steven East – Military Vehicles, Julie Findlay – 1st Hook and County Chair, Tom Wilkinson – Dittons and Esher District, Roger Umney – Esher District, Lisa Cross – Polyapes Secretary and Esher District.

Chris Daley, Chair of the Polyapes Management Committee/Trustees welcomed everyone to the AGM meeting and thanked Rev Dr Mike Branscombe (St Andrew's Church in Cobham) for taking the Remembrance Service which had been held just ahead of this AGM.

1) Apologies for Absence

Stewart Nash – DC Royal Kingston, Dave Weedon – Polyapes Royal Kingston, Barry . Hitchens – Polyapes Treasurer and Esher District, Carole Needham – Esher Appointments.

2) Agreement of Previous Minutes 2022

Proposed by Chris Daley

Approval by Simon Clarke and seconded by Andrew Creasey.

All attending – in favour

3) Matters Arising

None.

4) Reports

Treasurer's Report – Please see the 2023 AGM Brochure for the full Financial Report and Accounts.

Unfortunately, Barry Hitchens (Treasurer) hadn't been able to attend today due to being out of action following an eye operation – best wishes were sent for a speedy recovery.

Chris pointed out that income for the Site was up on last year and advised everyone to look at the Brochure for the full facts and figures. Andrew then highlighted the Camping Fees (page 3 of the Accounts) which showed an income for 2023 of £63,782 against £34,233 for 2022 – and paid credit to the efforts of the Wardens/SASU and for the hard work in sales in the tuck shop along with badges and for the rental of the containers too. He also mentioned that we would be losing the income we previously had from Hutchinson 3G due to the changes in legislation.

Lots of money had been re-invested back into improvements to the Site and mentioned the toilets and fencing projects in particular. He said a huge thank you to the SASU members who had completed the work – they spend all week doing their trades, and then came up to Polyapes at the weekend to complete more of the same. It was greatly appreciated.

No questions were asked in respect of the Accounts.

Chris thanked Barry for all his hard work as Treasurer, and thanks were also passed to Peter Runacres for auditing the Accounts too.

The Accounts were proposed for approval by Hannah Clarke and seconded by Neil Findlay

and accepted unanimously.

Wardens' Report – Please see the 2023 AGM Brochure for the Wardens' Report which highlight the hard work completed by the Wardens' and Polyapes SASU.

Simon pointed out highlights from the Wardens' Report:

- Had been the first full year post COVID.
- Had provided over 150 hours of instructor led activities.
- 6,971 young people had visited the Site.
- 7,105 nights of camping provided to young people.
- Toilet Block refurbishment – with a huge thank you to Laurence who had spent every weekend for a year on the toilet improvements and work.
- Hannah had designed the Wildlife and Sensory Garden – and the vegetables that had been grown had been put to good use during the Christmas meal.
- Replaced bulbs for LEDs.
- New path to reception.
- Crew members achieving Activity Permits – such as Air Rifle Shooting.
- Have got wildlife – foxes onsite.
- Insulated loft in the Wardens Hut.
- Welcomed the new site puppy (Peg).
- Still fixing the toilets non-stop – need to try and stop people from climbing on them!
- Trees – Ash die back – removing some of the trees currently. 160 trees onsite will need felling – and whilst not an issue for people camping, they will need to be dealt with.

Simon said a huge thank you to all the members of the Polyapes SASU – they give up a lot of their own time and lots of weekends putting in a lot of effort. He also stressed that Polyapes needs more support from the Owner Districts, as most of the current SASU are from outside the Owner Districts. There are 6 regular Team Members, so they really need some extra help.

Hannah also added her thanks and said that the Polyapes SASU were awesome! She added that she couldn't really thank them enough. She backed up the need for further volunteers and highlighted that there was a variety of jobs including things like gardening and different levels could be found for anyone.

No questions were put to the Wardens.

Chris then said an enormous thank you to Simon, Hannah and all the Polyapes SASU – for all the improvements, the additional activities they run and in the general management of the Site. He said that the thanks are from the whole of the Polyapes Committee as well as all the users of the Site.

He acknowledged the point about the Owner Districts and help being required and Chris will take this back to Esher, with Neil taking it to Royal Kingston.

Andrew did suggest about getting some Scout Network activities/projects as another way of getting help. The need to advertise these sorts of things to Explorers/Network within the Owner Districts was highlighted. Plan to have a Polyapes Open Day on 7th April 2024.

Chairs' Report – Please see Report from Chris within AGM Brochure – he did say that he wouldn't go through everything as the Wardens had highlighted all the good work they had been undertaking.

5) Election of Officers

Andrew then made the following proposals for

Chairman – Chris Daley

Secretary – Lisa Cross

Treasurer – Barry Hitchens

Independent Examiner – Peter Runacres

There was a unanimous approval for all the Officers by those present.

Thanks were passed to both Barry Hitchens and Peter Runacres from the meeting in respect of their hard work with the finances for Polyapes on behalf of both Districts.

6) Thanks, and Closing Remarks

Andrew then advised that he was stepping down as Deputy District Commissioner for Esher, and a new District Commissioner Team will be coming in and therefore a new member will be attending on behalf of Esher District.

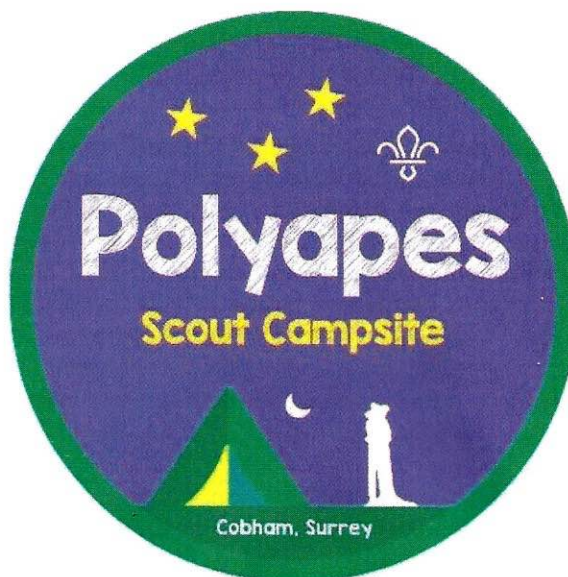
Neil added his thanks to Dave Weedon for being a member on behalf of Royal Kingston and to Stewart too – he does the District Commissioner role and has limited resources, and Neil tries to cover where he can. He added his thanks on behalf of Royal Kingston to Simon and Hannah and to the whole of the Polyapes SASU Crew too.

Chris than added his personal thanks to Andrew for his advice and knowledge on the legal side of things and said that he would be missed but that he had been enormously important to Polyapes.

7) Any Other Business

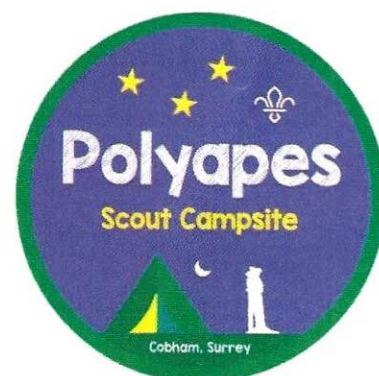
None

Meeting closed at 3.53pm.



Treasurer's Report 2023/24

Treasurer's Report to the members of The Scouts Association Polyapes Scout Camp Site for the year to 31st March 2024



RECEIPTS:

Grants and Donations: £2,190 (2023 - £2,695)

Our SASU team has generously provided services to various users of the site and these users have shown their appreciation by giving us donations ranging from as little as £10 to £2,150!

Camping Fees: £70,204 (2023 - £63,782)

The site is offering a wider range of services than ever before. Site camping fees and activity fees are approximately the same as last year (2024: £54,954 - 2023: £55,033) but the shop revenues have increased by £1,000 (2024: £3,488 - 2023: £2,329) and rent of 6 of the 10 containers that we are leasing contributed £5,000 more than last year (2024: £11,7662 - 2023: £6,420). The profit margins for activities and the shop are approximately 50% each with the containers generating closer to 66%.

At year end we have taken almost £10,000 in deposits for future bookings, which reflects a potential gross camping fee income for 2024-5 in excess of £80,000.

Hutchison 3G: £2,750 (2023 - £11,172)

The Hutchinson 3G contract covering this income was signed in April 2002 and ran to 31st March 2022. Negotiations to renew the contract have been protracted and acrimonious. In the interim, the agent has paid us fees in line with the terminated contract. The new contract provides us with fees of £2,750 per annum for the next 10 years with cost-of-living adjustments every 3 years. Legal costs related to the renewal were £3,215 being in excess of the first year's fees (£1,200 this year and £2,015 in 2023).

EXPENDITURE

Recurring Operating Costs: £49,147 (2023 - £32,081)

The almost 50% overall increase in running costs of the site is across all cost centers. General maintenance is twice last year's costs (2024: £12,472 - 2023: £6,010) and will continue at around £10,000 to £15,000 a year for some time to come. Electricity is over 100% more than prior years' (2024: £7,617 - 2023: £3,458) reflecting both huge industry wide rate increases and heavy usage to heat the ridge toilet block during winter. We are exploring how to reduce this specific usage increase. Insurance cost increase (2024: £7,543 - 2023: £ 5,549) reflects a reevaluation of replacement costs for the buildings. Our expanded SASU team requires sustenance while working on site plus appropriate clothing and training for the jobs undertaken. This has cost £8,039 this year (2023: £3,965).

The Cess Pit remains a cause for concern. At some stage in the future, we will need to address a different solution to the disposal of liquid waste.

Administration Costs: £2,000 (2023 - £4,129)

Excluding one-off items (most renegotiations legal fees - £1,200) the cost of running the OSM invoicing system is the only administration cost this year (2024: £800 - 2023: £810).

Other Expenditure – Major Improvements: £29,337 (2023 - £39,615)

I leave it to the warden to elaborate on the wide range of major projects undertaken by the team over the last 12 months. The most expensive project was the control of trees, but many other projects required significant manpower not necessarily reflected in the costs incurred.

Activities: £4,162 (2023 - £5,621)

The cost of maintaining the Crawler cars and the range have been minimal this year. The cave bus is costing £2,600 a year running from October to October. It remains to be seen if it turns out to be a good investment. We share 50/50 the fees for the Holiday Bus.

OVERALL

The site began the year with reserves of £33,235. We spent £13,732 (2023: - £5,171) more than we received in the year, leaving us with reserves of £19,503 at the end of the period. This represents a little under 25% of total expenditure in 2024. The trustees reserve policy is to have 6 months of running costs in reserve and to begin building a designated reserve to replace buildings, being 10% of site fees per year. We do not meet this objective on 31st March 2024.

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Statement of assets and liabilities at the end of the year

	31st March 2024	1st April 2023
	Unrestricted funds £	Unrestricted funds £
(Charity Reg. No. 1044613)		
Cash funds		
Nat West Bank	13,654	13,654
Lloyds Bank	14,075	17,597
The Scout Association Short Term Investment Service	-	100
Shop cash float	300	250
Total cash funds	28,029	31,501
Other monetary assets		
Overpaid invoice-refunded in May	624	-
Prepaid insurance and initial hygiene services	-	6,545
Sub total	624	6,545
Investment assets		
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Shop stock	800	400
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	800	400
Liabilities		
Accounts not yet paid	9,450	4,300
Utilities not yet paid	500	1,000
Other liabilities	-	-
Sub total	9,950	5,300
NET ASSETS AT END OF YEAR	19,503	33,231
(Charity Reg. No. 1044613)		

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature	Print Name
	CHRIS DALEY Ch
	BARRY HOLDEN Treasur

17-9-2024

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2023	To	31st March 2024
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Receipts and payments

(Charity Reg. No. 1044613)

	2024 Unrestricted funds £	2023 Unrestricted funds £
Receipts		
Donations, legacies and similar income	-	-
Membership subscriptions	-	-
Donations	-	-
Gift Aid	-	-
Sub total	-	-
Grants		
Maintenance grant	-	-
Other grants	2,190	2,695
Sub total	2,190	2,695
CAMPING FEES		
Scouts & Guides	33,485	38,914
Non-Scouting	13,439	16,119
Activities - Range, Crawler, Cave Bus, Holiday Bus	8,030	
Shop	3,488	2,329
Container Rent	11,762	6,420
Sub total	70,204	63,782
Investment income		
Bank interest	4	-
Hutchinson 3G	2,750	11,172
Sub total	2,754	11,172
Total Gross Income	75,148	77,649
Insurance Claim	-	-
Total receipts	75,148	77,649

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2023	To	31st March 2024
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Receipts and payments

(Charity Reg. No. 1044613)

	2024	2023
	Unrestricted funds	Unrestricted funds
	£	£
Payments		
Recurring Operating Costs		
Site general maintenance	12,472	6,010
Utilities, cleaning & licenses	21,092	16,557
Insurance	7,543	5,549
SASU	8,039	3,965
Sub total	49,146	32,081
Water Damage - insurance claim	-	1,273
Legal fees - Mast	1,200	2,015
AGM,OSM and trustee expenses	800	841
Sub total	2,000	4,129
Major Improvements		
Mowgli - shower	1,517	623
Fencing	2,785	334
Boiler replaced	2,727	-
Bus	-	385
Containers refit	-	1,323
Main toilet block	-	25,801
Equipment	6,220	4,314
Alarm system	-	759
Oxshot shed	222	-
Big Help Out Day	567	-
Signage	1,323	-
Tree control(moths)	11,490	4,636
Warren	214	1,068
Garden	2,272	372
Sub total	29,337	39,615
Activities - Range, Crawler, Cave Bus, Holiday Bus	4,162	5,621
Shop & Badges	444	32
Containers for rental	3,791	1,342
Sub total	8,397	6,995
Total Gross Expenditure	88,880	82,820
Net of receipts/(payments)	- 13,732	- 5,171
Cash funds last year end	33,235	38,406
Cash funds this year end	19,503	33,235

Independent examiner's report to the trustees of Polyapes Scout Camp

I report on the accounts of the Charity for the year ended 31 March 2024.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

Peter Runacres



Address - 8 Waldegrave Road, Bromley, BR1 2JP
26th October 2024

Wardens Report 2023/24

a few stats to start you off (a bit like last year) ...

181 hours of Instructor led Activities

350+ hours of self-led activities

7454 YP attending the campsite, be it day visitors, mid-week bookings or camping

11142 nights of camping provided to those staying at Polyapes (56% increase due).

Our service crew have worked hard this year on the following projects.

- Installed our sensory and wildlife garden project
- Extra RC tracks in the woods
- Planted saplings and trees
- Installed more signage
- Moved the wood piles
- Got more on site self-led activities.
- Installed new fencing to the front and rear of site
- Replaced more ageing electrics and consumer units
- Several crew members completed activity training, allowing us to offer more activities.
- went into a partnership with wildlife aid to rehabilitate and release wildlife on our land.
- Fixed many many toilets.
- Tree and grounds work

This year has been very busy but when you try to put it down on paper, it doesn't sound like much!

The crew have been fantastic and are always around to help out, whether it's a blocked toilet, burst pipe or broken toilet seat, Laul (my right hand man!) will always appear and help, and for that I'm ever thankful.

The rest of the crew appeared when we had a fallen tree in January that crossed the public foot path to the back, it took several of us with chainsaws to tame the beast, allowing the public safe access again, with all of us doing this after work on a Wednesday evening, in less than brilliant conditions!

The Kings coronation weekend allowed us to run "the Big Help Out" which had lots of people from the local community and wider spread scouting come and help us plant the sensory and wildlife garden, which still needs lots of work but is getting there.

We have had a huge issue with Oak processionary moth and have had to have all of our oak trees sprayed, which has cost several thousand pounds and will likely have to be done every year or other year, we have also had around 50 trees effected by Ash Dieback and have had the dangerous ones felled and others we are keeping a close eye on, however they do not pose a risk to our campers currently and will be dealt with over the next year.

Some of our crew attended the national outdoor expo to get some ideas for site and a great weekend was had by all!

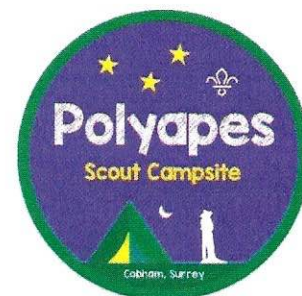
The Wardens are currently looking at the viability of moving in to the crew hut and creating more accommodation space for crew members, this would allow us to give more time to the site and give the site some additional income which we believe could be very useful!

None of the above would have been possible without the support of our amazing crew, they give up many hours and weekends between them to keep the place running and improve facilities so that the site is safe and future proofed for our young people.

Please come and speak to us if you have any spare time that you could give, we can find jobs for anyone to do!

Finally, I'd like to thank everyone who uses the site and all the positive (and even negative) feedback we receive, Polyapes is your site, we are just keeping it going and trying to improve what we have for the generations to come, without your support and utilisation of our site, this would not be possible.

Simon & Hannah Clarke



Chairman's Report 2023/24

It is again a privilege to write few words for the annual report especially as the last year at Polyapes has again been such a positive one. The use of the site remains high, and the range of activities offered continues to expand.

The King's Coronation Big Help Out day in May 2023 was a great success at the site. Volunteers came from both owning Districts and from a good selection of other local Districts and Counties. There were also a few local non-Scouting volunteers. Most of that day's effort was put towards completing the wild garden, which is flourishing and is still growing an interesting selection of plants, herbs and vegetables.

Other green initiatives on site have included installing compost bins for food waste and grass cuttings, and all the lights on the site have now been changed to LED fittings. Furthermore, Surrey County Council gave the site 600 hedgerow saplings and 100 other trees which have now been planted on the site.

On a less positive green note, ash dieback has been a problem on the site and many affected trees have had to be removed. Some of this work had to be undertaken by professional tree surgeons, which was costly for the site, but was essential for safety reasons.

Various improvements have been undertaken by the service crew. Of particular note the toilets to the Mowgli building have been refurbished and new signage has been installed on the site, including an illuminated entrance sign. Additionally, the wood pile has been moved so it is now closer to the fire circle and some works were undertaken to the drainage pipework to the septic tank.

Simon, Hannah and the rest of the service crew at the site have again done an amazing job running and maintaining the site. In addition, they have also helped the military vehicle group at their displays in return for donations to Polyapes. So, a double thanks to the Warden and all his helpers for their considerable efforts in the last year.

I would also like to thank all members of the Trustee Committee for their hard work on behalf of the site over the past year, and especially to Barry Hitchens our treasurer and Lisa Cross our secretary.

It is with great regret that Lisa will be stepping down at the AGM. Lisa has done a splendid job as the secretary and because she has also been involved with the site over many years both as a leader and secretary, she has a unique knowledge of the place. I am sure everyone would like to extend warmest wishes and thanks to her, and we hope to still come up to the site in the future.

Chris Daley

MANAGEMENT COMMITTEE/TRUSTEES REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024.

Polyapes is a registered charity (1044613) that provides and maintains the camp site and buildings. The site was acquired in two separate transactions, in 1928 and 1937, by trustees acting on behalf of the then Kingston on Thames Boy Scouts Association (the "Founding District"). The purpose of the acquisition was that the site be a camping ground.

There being no evidence of an original trust deed or appointment of trustees in 1928 or 1937, in order to regularise the ownership of Polyapes, Trustees were first formally appointed in 1948 when the Founding District was reconstituted into four separate Districts, namely Kingston, Malden & Coombe, Surbiton and Esher ("the Original Owner Districts").

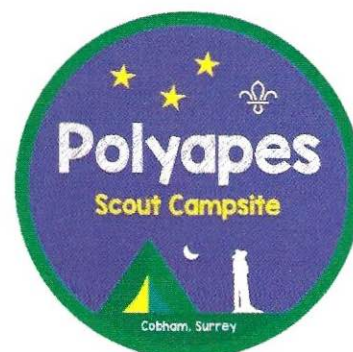
In the period since 1948, further reorganisations have occurred and the Original Owner Districts are now reduced to two, namely Royal Kingston (incorporating, after intervening reorganisations, the District of Kingston, Malden & Coombe and Surbiton) and Esher ('the Current Owner Districts').

The current Trustee of the site is the Scout Association Trust Corporation ('the Current Trustee'), having been appointed on 5th February 2018 and is duly registered at H M Land Registry under the number SY780840.

The Original Owner District together with the Owner Districts, following subsequent reorganisations, managed Polyapes through a Management Committee/Trustees appointed in accordance with the Constitution and rules in place. The powers, duties and rules have been governed by the constitution since 1975 or thereabouts and amended from time to time subsequently. The last such amendment was in 2019.

Polyapes is registered with the Charity Commission with the number 1044613. The objective of the charity is to provide a natural space for Scouts and other young people to camp in unspoiled surroundings.

The governance of the charity is provided by a Management Committee/Trustees made up of appointed representatives from Esher District and Royal Kingston District. Traditionally, the Management Committee/Trustees are confirmed at the Annual General Meeting of Polyapes annually. The management committee meets 4 to 6 times a year to oversee the running of the site.



Trustees during the 2023-24 reporting year were:

Chris Daley	Committee Chair (Esher Trustee)
Lisa Cross	Secretary
Barry Hitchens	Treasurer
Simon Clarke	Warden and Bookings Secretary
Stewart Nash	Royal Kingston District Commissioner
Neil Findlay	Royal Kingston District Chairman
David Weedon	Royal Kingston District Trustee – Responsibility for Polyapes.
Tom Wilkinson	Esher District Commissioner

Bankers

National Westminster Bank Plc, 10 Victoria Road, Surbiton, Surrey KT6 4JY and

Lloyds Bank plc, 15 Blackheath Village, Blackheath, London, SE3 9LH.

Independent Examiner

Peter Runacres (F.C.A.), 8 Waldegrave Road, Bromley, BM1 2SP

Risk Assessment

The Management Committee/Trustees maintain an on-going assessment of the major risks confronting the charity that might restrict its ability to meet its objectives.

Specific risks include the ability to maintain buildings to an adequate standard to meet changing health and safety standards and to keep the site secure both when occupied and when not.

The Management Committee/Trustees regularly reviews current regulations and the status of the buildings to ensure compliance with regulations and to identify and commission repairs and improvements to buildings.

The site does not employ permanent staff. To operate an effective camp site requires considerable commitment by volunteers. There is a constant risk that the demands on volunteers will exceed the needs of the site. The Management Committee/Trustees continues to explore the facilities available through the wider Scouting community to attract competent volunteers to meet the needs of the site.

Reserves Policy

The Management Committee/Trustees have resolved to create reserves for the eventual replacement of buildings as and when funds are available.

Investment Policy

The charity generally does not have sufficient funds to invest in longer term investments. All funds are held in cash.

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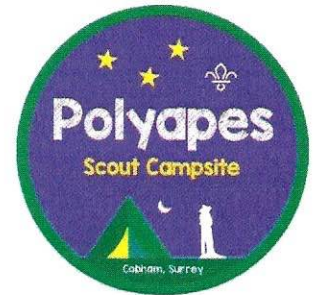
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The King's Coronation Big Help Out day in May 2023 was a great success at the site. Volunteers came from both owning Districts and from a good selection of other local Districts and Counties. There were also a few local non-Scouting volunteers. Most of that day's effort was put towards completing the wild garden, which is flourishing and is still growing an interesting selection of plants, herbs and vegetables.

Other green initiatives on site have included installing compost bins for food waste and grass cuttings, and all the lights on the site have now been changed to LED fittings. Furthermore, Surrey County Council gave the site 600 hedgerow saplings and 100 other trees which have now been planted on the site.

On a less positive green note, ash dieback has been a problem on the site and many affected trees have had to be removed. Some of this work had to be undertaken by professional tree surgeons, which was costly for the site, but was essential for safety reasons.

Various improvements have been undertaken by the service crew. Of particular note the toilets to the Mowgli building have been refurbished and new signage has been installed on the site, including an illuminated entrance sign. Additionally, the wood pile has been moved so it is now closer to the fire circle and some works were undertaken to the drainage pipework to the septic tank.

Simon, Hannah and the rest of the service crew at the site have again done an amazing job running and maintaining the site. In addition, they have also helped the military vehicle group at their displays in return for donations to Polyapes. So, a double thanks to the Warden and all his helpers for their considerable efforts in the last year.

I would also like to thank all members of the Trustee Committee for their hard work on behalf of the site over the past year, and especially to Barry Hitchens our treasurer and Lisa Cross our secretary.

It is with great regret that Lisa will be stepping down at the AGM. Lisa has done a splendid job as the secretary and because she has also been involved with the site over many years both as a leader and secretary, she has a unique knowledge of the place. I am sure everyone would like to extend warmest wishes and thanks to her, and we hope to still come up to the site in the future.

Chris Daley

MANAGEMENT COMMITTEE/TRUSTEES REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024.

Polyapes is a registered charity (1044613) that provides and maintains the camp site and buildings. The site was acquired in two separate transactions, in 1928 and 1937, by trustees acting on behalf of the then Kingston on Thames Boy Scouts Association (the "Founding District"). The purpose of the acquisition was that the site be a camping ground.

There being no evidence of an original trust deed or appointment of trustees in 1928 or 1937, in order to regularise the ownership of Polyapes, Trustees were first formally appointed in 1948 when the Founding District was reconstituted into four separate Districts, namely Kingston, Malden & Coombe, Surbiton and Esher ("the Original Owner Districts").

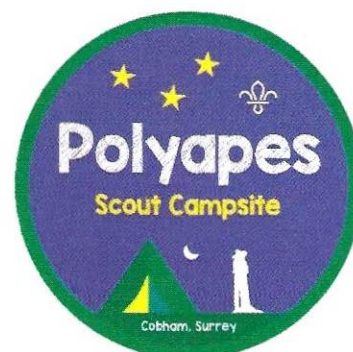
In the period since 1948, further reorganisations have occurred and the Original Owner Districts are now reduced to two, namely Royal Kingston (incorporating, after intervening reorganisations, the District of Kingston, Malden & Coombe and Surbiton) and Esher ('the Current Owner Districts').

The current Trustee of the site is the Scout Association Trust Corporation ('the Current Trustee'), having been appointed on 5th February 2018 and is duly registered at H M Land Registry under the number SY780840.

The Original Owner District together with the Owner Districts, following subsequent reorganisations, managed Polyapes through a Management Committee/Trustees appointed in accordance with the Constitution and rules in place. The powers, duties and rules have been governed by the constitution since 1975 or thereabouts and amended from time to time subsequently. The last such amendment was in 2019.

Polyapes is registered with the Charity Commission with the number 1044613. The objective of the charity is to provide a natural space for Scouts and other young people to camp in unspoiled surroundings.

The governance of the charity is provided by a Management Committee/Trustees made up of appointed representatives from Esher District and Royal Kingston District. Traditionally, the Management Committee/Trustees are confirmed at the Annual General Meeting of Polyapes annually. The management committee meets 4 to 6 times a year to oversee the running of the site.



Trustees during the 2023-24 reporting year were:

Chris Daley	Committee Chair (Esher Trustee)
Lisa Cross	Secretary
Barry Hitchens	Treasurer
Simon Clarke	Warden and Bookings Secretary
Stewart Nash	Royal Kingston District Commissioner
Neil Findlay	Royal Kingston District Chairman
David Weedon	Royal Kingston District Trustee – Responsibility for Polyapes.
Tom Wilkinson	Esher District Commissioner

Bankers

National Westminster Bank Plc, 10 Victoria Road, Surbiton, Surrey KT6 4JY and

Lloyds Bank plc, 15 Blackheath Village, Blackheath, London, SE3 9LH.

Independent Examiner

Peter Runacres (F.C.A.), 8 Waldegrave Road, Bromley, BM1 2SP

Risk Assessment

The Management Committee/Trustees maintain an on-going assessment of the major risks confronting the charity that might restrict its ability to meet its objectives.

Specific risks include the ability to maintain buildings to an adequate standard to meet changing health and safety standards and to keep the site secure both when occupied and when not.

The Management Committee/Trustees regularly reviews current regulations and the status of the buildings to ensure compliance with regulations and to identify and commission repairs and improvements to buildings.

The site does not employ permanent staff. To operate an effective camp site requires considerable commitment by volunteers. There is a constant risk that the demands on volunteers will exceed the needs of the site. The Management Committee/Trustees continues to explore the facilities available through the wider Scouting community to attract competent volunteers to meet the needs of the site.

Reserves Policy

The Management Committee/Trustees have resolved to create reserves for the eventual replacement of buildings as and when funds are available.

Investment Policy

The charity generally does not have sufficient funds to invest in longer term investments. All funds are held in cash.

Accounts



Polyapes
Scout Campsite



AGM

3:30pm

12/11/23



POLYAPES MANAGEMENT COMMITTEE

ANNUAL GENERAL MEETING

Sunday 12th November 2023

3.30pm held at Polyapes Campsite

AGENDA

1. Apologies for absence
2. Approval of 2022 AGM Minutes
3. Matters arising
4. **Reports:**
 - Treasurer – Annual Report & Accounts
 - Wardens – Simon and Hannah Clarke
 - Chair – Chris Daley
5. **Appointment/Election of Officers:**
 - Chair –
 - Secretary –
 - Treasurer –
 - Independent Examiner of Accounts – Peter Runacres
6. Thanks, and Closing Remarks – DC's
7. AOB
8. Date of next Polyapes AGM – Remembrance Sunday 2024?



Polyapes Management Committee

Minutes of AGM – Sunday 13th November 2022 @ 3.30pm - held up at Polyapes Scout Campsite

Present

Andrew Burns – DC Team Esher, Stewart Nash – DC Royal Kingston, Neil Findlay – Polyapes Royal Kingston, Simon & Hannah Clarke – Wardens/Polyapes SASU, Chris Daley – Polyapes Chair and Esher, Dave Weedon – Polyapes Royal Kingston, Barry Hitchens – Polyapes Treasurer and Esher District, Carole Needham – Esher Appointments, David Saunders – Esher Training Administrator, Polyapes SASU members: Steve Myatt, Andy Creasey, Laurence Chenery, Graham Myatt, Camille Lobjoit; Kevin Browne – Military Vehicles, Steven East – Visitor, David Voice – Visitor, Rev. Frances Trickey – Vicar St Andrew's Oxshott, Lisa Cross – Polyapes Secretary and Esher District.

Chris Daley, Chair of the Polyapes Management Committee welcomed everyone to the meeting and thanked Frances Trickey for taking the Remembrance Service and leading the singing so well. The Service had been held just ahead of the AGM.

1) Apologies for Absence

Hugh Gostling (DC – Esher). Mark Aulds (DC Team Esher), The Dittons Group (Esher), Weston Green Group (Esher).

2) Agreement of Previous Minutes

Proposed by Chris Daley
All attending – in favour

3) Matters Arising

None.

Chris then handed over to Barry Hitchens for the Treasurer's Report.

4) Reports

Treasurer's Report – Please see the AGM Brochure for the full Financial Report and Accounts.

Barry highlighted that all the figures were in the brochure – including the Statement of Assets and Liabilities, Receipts and Payments up to the 31st of March 2022 and then comments on payments and expenditure.

We had received £10,667 from the Government in respect of the Covid-19 which was the standard amount for charities. We had also received another couple of Grants totalling £1,485 which included £1,000 toward developing a wildlife garden but all were related to improvements to the Site.

Camp fees make up the largest part of our income, and the shop has been re-established to sell badges, sweets etc. There will be more information available next time, including more details on the income from the activities. The fees we received from the Hutchison 3G Mast were based on a 20-year contract that expired on 31st December 2021. Negotiations are currently underway, but due to the Government restrictions it is likely that we will receive a lot less than previously – probably more like £2,000 to £3,000 p.a.

Costs for the Site were about £30,000 – and the smaller amount in the previous year was due to the close-down of the Site. OSM (Online Scout Manager) – the online system is the only real administration costs which collects the camping fees. It does cost 3% of the income in fees but does provide the information we need. We had spent almost £30,000 on improvements to the Site, and further details can be found of all the projects in the Wardens' Report. The final assets for the year ending 31st March 2022 were £38,406. The ongoing policy is that we keep 6 months of running costs in reserve (approximately £30,000) but the Covid-19 situation proved that it was very difficult with running costs, and a new policy may need to be considered.

No questions were put to Barry in respect of the Accounts, but a question was asked as to why we didn't just get rid of the Mast if it wasn't going to be profitable, and if there had been changes in legislation. Chris explained that effectively the telecom company had an automatic right to a lease extension, and that he had spent a lot of time over the last couple of weeks looking into it all, and that the changes in legislation really made it difficult to change or amend items. Consideration had been made to write to our local MP.

Chris thanked Barry for all his hard work as Treasurer, and thanks were also passed to Peter Runacres for auditing the Accounts too.

The Accounts were proposed by Andrew Burns and seconded by Neil Findlay and accepted unanimously.

Wardens' Report – Please see the AGM Brochure for the Wardens' Report and the 3 pages of photos at the end of the Brochure which highlight the work completed by the Wardens' and Polyapes SASU, and the people this includes.

Simon pointed out highlights from the Wardens' Report:

- Warren Building – had been boarded and sealed.
- The Site has a resident Red Kite
- Installed Holiday Bus
- Built the Range – can be used for various activities.
- Refurbishing the main toilet block
- It had been a real pleasure to see one of the disabled children having a great time on the radio control cars.
- 233 nights of camping for 4895 Campers with 5091 day/evening visitors.
- Lots of other people using Site too – such as re-enactment, military vehicles etc
- Had sourced a guttering Grant.

- Toilets – these previously used to heat water 24 hours a day but due to improvements we now have more control over the heat. A special thank you to Laurence for spending so much time and effort in improving the toilets.
- Bookings – busy than ever been.

Hannah added that they couldn't do all the work up at Polyapes without the SASU, and they deserve a huge thank you for all their efforts and the time they give up. However, more volunteers are required even if it is just for a few hours.

No questions were put to the Wardens.

Chris then said an enormous thank you to Simon, Hannah and all the Polyapes SASU – the toilets are a huge improvement and heated too. He said that the thanks are from the whole of the Polyapes Committee and all the users of the Site.

Adult Awards were then presented by Chris to the following:

Simon Clarke – 15 years of Service Award

Avril Lobjoit – 30 years of Service Award (taken by Simon and Hannah, and Chris requested that our thanks be passed onto Avril)

Laurence Chenery – Commissioners Commendation for Good Service

Stephen Wyatt – Commissioners Commendation for Good Service

Andy Creasy – Commissioners Commendation for Good Service

On behalf of the Committee, Chris passed on our Congratulations to everyone and thanked them all for their time, effort, and hard work.

Chairs' Report – Please see Report from Chris within AGM Brochure

5) Election of Officers

Chairman – Chris Daley

Proposed by Stewart Nash
Seconded by Andrew Burns
All attending – in favour

Secretary – Lisa Cross

Proposed by Chris Daley
Seconded by Hannah Clarke
All attending – in favour

Treasurer – Barry Hitchens

Proposed by Dave Weedon
Seconded by Carole Needham
All attending – in favour

Independent Examiner – Peter Runacres



Proposed by Barry Hitchens
Seconded by Andrew Burns
All attending – in favour

Peter had been hoping to make it up to Polyapes today, as he had not physically been up to the Site previously but was still willing to do the independent examination of our accounts.

Thanks were passed to both Barry Hitchens and Peter Runacres from the meeting in respect of their hard work with the finances for Polyapes on behalf of both Districts.

6) Thanks, and Closing Remarks

Andrew then said a huge thank on behalf of both Owner Districts – Royal Kingston and Esher to Simon and Hannah, and the whole of the Polyapes SASU Crew too. He said they really put the life in Polyapes and had kept the same atmosphere of being a traditional campsite with Scouting Skills, but with the new range of activities it had improved the Site so much. He added that every time he had visited the Site, Laurence had either been in or around the toilet refurbishments and had made a huge donation of his time to the improvements. He then added that both Wardens' children should be considered for an Award too, due to them spending so much time on Site as a family – many thanks to all the Clarkes for allowing Simon and Hannah to be onsite as much as they are.

7) Any Other Business

None

Meeting closed at 3.55pm



Chairman's Report 2022/23

Following the major problems related to the Covid 19 outbreak in the previous period report, the year 2022/23 saw the site return to more typical usage. As Groups and Districts got back into the swing of normal Scouting, we saw a major increase in camping and other activities at the site, which was really encouraging to see.

Last year also saw some major improvements undertaken on the site, mostly undertaken by the service crew. The main toilet block was completely modernised with new plumbing and a new water system. The Mowgli toilets were also renovated. I am sure all users of the site have appreciated these updated facilities.

Improvements to the activities on site in the last year have included the installation of the cave bus and the building of the radio-controlled car track. Both these items have been very well received by users of the site, and these joined the other fairly new attractions like the archery and tomahawk ranges.

Simon and Hannah Clarke and the rest of the service crew have done a fantastic job at Polyapes undertaking so many improvements projects, as well as carrying out the normal regular maintenance of the site. The Trustee Committee of the site and the users of Polyapes owe them a very big thank you for all their time and effort.

I would also like to thank the members of the Trustee Committee for their hard work on behalf of the site over the past year, and especially to Barry Hitchens our Treasurer and Lisa Cross our secretary. I would also like to say a special thank you to Andrew Burns who will soon be stepping down from the Committee when the new DC team takes over in Esher. Your help and advice over the last few years has been greatly appreciated.

Chris Daley

Chairman of the Trustees Committee



Wardens Report 2022/23

Our first full year past covid, and it's been a busy one!
a few stats to start you off...

152 hours of Instructor led Activities

6971 YP attending the campsite, be it day visitors, mid-week bookings or camping

7105 nights of camping provided to YP.

Our service crew have worked hard this year on the following projects.

- Toilet Block Refurbishment
- Mowgli toilet Refurbishment
- Started the prep for our Wildlife and Sensory Garden.
- RC area expanded and fenced off,
- installed a covered area in the crew yard.
- replaced many bulbs for LED's.
- new path to reception
- several crew members completed activity training.
- went into a partnership with wildlife aid to rehabilitate and release wildlife on our land.
- insulated the warden's hut.
- Welcomed the new site puppy (Peg)
- Fixed many many toilets.
- Tree and grounds work
- Install two more rentable shipping containers.

The main toilet block took a year to complete, it is now up and running well and should last many years to come.

2023/2024 looks to be our busiest year yet and we are really looking for more crew members, especially those who are willing to run activities, we will happily put you through the courses required to help us keep these activities available for our young people!

None of the above would have been possible without the support of our service crew, they give up many hours and weekends between them to keep the place running and improve facilities so that the site is available for young people to enjoy for years to come, please come and speak to us if you have any spare time that you could give, we can find jobs for anyone to do!

Finally, I'd like to thank everyone who uses the site and all the positive feedback we receive, Polyapes is your site, we are just keeping it going and trying to improve what we have for the generations to come, without your support and utilisation of our site, this would not be possible.



THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Statement of assets and liabilities at the end of the year

	31st March 2023 Unrestricted funds £	1st April 2022 Unrestricted funds £
Cash funds		
Nat West Bank	13,654	12,482
LLOYDS BANK	17,597	18,775
Building society account	-	-
The Scout Association Short Term Investment Service	100	100
Cash/Floats	250	-
Total cash funds	31,601	31,357
Other monetary assets		
Debts due from insurance claim	-	1,807
Prepaid insurance and Initial hygiene services	6,543	5,242
Sub total	6,543	7,049
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock		
Shop stock	400	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	400	-
Liabilities		
Accounts not yet paid	4,309	-
SES Water Expenses incurred but not invoiced	1,000	-
Other liabilities	-	-
Sub total	5,309	-
NET ASSETS AT END OF YEAR	33,235	38,406

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the Trustees on Xth X 200X (the date of the Executive Committee meeting that approved the accounts) and signed on their behalf by

Signature

Print Name

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2023 £	2022 £
Payments		
Recurring Operating Costs		
Site general maintenance	9,974	8,887
Telephone & Internet	361	488
Utilities	9,974	10,329
Licenses, inspections & Security	507	731
Cleaning/Initial	2,455	906
Insurance	5,549	5,063
Cess Pit	3,261	1,605
Sub total	32,081	28,009
Water Damage - insurance claim	1,273	-
Legal fees - Mast	2,015	
AGM,OSM and trustee expenses	841	1,135
Sub total	4,129	1,135
Major Improvements		
Mowgli - shower	623	530
Fencing	334	527
Shooting range	-	5,883
Bus	385	1,455
Crawler track	-	1,411
Containers refit	1,323	1,336
Main toilet block	25,801	7,798
Equipment (defibulator)	4,314	2,608
Alarm system	759	1,529
Water Damage Ridge Loo	-	3,180
Main Gate damage - in dispute	-	1,324
General electricals	-	2,090
Tree control(moths)	4,636	-
Warren	1,068	162
Garden	372	-
Sub total	39,615	29,833
Activities - Range, Crawler, Cave Bus	5,621	
Shop & Badges	32	602
Containers for rental	1,342	
Sub total	6,995	602
Total Gross Expenditure	82,820	59,579
Net of receipts/(payments)	5,457	5,457

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2022	To	31st March 2023
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Receipts and payments

	2023	2022
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income	-	-
Membership subscriptions	-	-
Less: Membership subscriptions paid on (National/County/Area/District)	-	-
Net membership subscriptions retained	-	-
Donations	-	-
Legacies	-	-
Gift Aid	-	-
Covid - 19 grants	-	10,667
Sub total	-	10,667
Grants		
Maintenance grant	-	-
Other grants	2,695	1,485
Sub total	2,695	1,485
CAMPING FEES		
Scouts & Guides	38,914	23,985
Non-Scouting	16,119	9,087
Shop	2,329	811
Container Rent	6,420	
Sale of Trailer	-	350
Sub total	63,782	34,233
Investment income		
Bank interest	-	-
The Scout Association Short Term Investment Service	-	-
Hutchinson 3G	11,172	11,013
Wireless Net	-	-
Sub total	11,172	11,013
Total Gross Income	77,649	57,398
Insurance Claim	-	4,733
Total receipts	77,649	62,131

Treasurer's Report to the members of The Scouts Association Polyapes Scout Camp Site for the year to 31st March 2023.

Treasurer's Report to the members of The Scouts Association Polyapes Scout Camp Site for the year to 31st March 2023

RECEIPTS:

Grants and Donations: £2,695 (2022 - £10,667 Covid + £1,485 other)

Our SASU team has generously provided services to various users of the site and these users have shown their appreciation by giving us donations ranging from as little as £5 to £1,850!

Camping Fees: £63,782 (2022 - £34,233)

The site is offering a wider range of services than ever before and this is reflected in the doubling of fee income over 2022. Included in Scouts and Non-Scouts Fees is £9,610 fees for use of new activities (Cave Bus, Crawler and Range – their cost to run of £5,621 is reported under Activities). The shop has made a profit of almost £2,300 (£2,329 less £32 cost which is reported under Activities) on turnover of between £4,000 and £5,000. Six containers are being rented to three users which is grossing us £ 6,420. The cost to us is £1,342 which is reported under Activities.

At year end we have taken almost £5,000 in deposits for future bookings which reflects a potential gross camping fee income for 2023-4 of in excess of £70,000.

Hutchison 3G: £11,172 (2022 - £11,013)

Recent past years' income has been similar. The contract covering this income was signed in April 2002 and ran to 31st March 2022. Negotiations to renew the contract have been protracted and acrimonious. In the interim, the agent has paid us fees in line with the terminated contract. The new contract provides us with fees of £2,750 per annum for the next 10 years with cost of living adjustments every 3 years. Legal costs related to the renewal will be in excess of the first year's fees (£2,015 already spent – reported as part of Administration costs).

EXPENDITURE

Recurring Operating Costs: £32,081 (2022 - £28,009)

The 15% increase in running costs of the site is concentrated in three areas. General maintenance is now running at around £10,000 a year and will continue at that level for some time to come. Cleaning increased costs reflects the cost of our contract with Initial to supply materials (£1,700 per annum) plus the increased usage of the site. The Cess Pit remains a cause for concern. At some stage in the future we will need to address a different solution to disposal of liquid waste.

Administration Costs: £4,129 (2022 - £1,135)

Excluding one-off items (water damage insurance claim and mast legal fees) the cost of running the OSM invoicing system is the only administration cost this year.

Other Expenditure – Major Improvements: £39,615 (2022 - £29,813)

I leave it to the warden to elaborate on the wide range of major projects undertaken by the team over the last 12 months. The most expensive project was the upgrade of the main toilet block but many other projects required significant man power not necessarily reflected in the costs incurred.

Activities: £ 6,995 (2022 - £602)

The cost of maintaining the Crawler cars has been relatively high because the original cars were not of a high quality. The cave bus is costing £2,600 a year running from October to October. It remains to be seen if it turns out to be a good investment

OVERALL

The site began the year with reserves of £38,406. We spent £5,171 (2022 - received £2,552) more than we received in the year leaving us with reserves of £33,235 at the period end. This represents well in excess of 6 months of site running costs, which is the trustees reserve policy.

Barry Hitchens Treasurer

Polyapes Scout Camp Charity Number 1044613

Report of the Independent Examiner to the Trustees of Polyapes Scout Camp

I report to the trustees on my examination of the accounts of the above charity for the year to 31st March 2023 which are set out on the pages attached.

Responsibilities and basis of report

As the charity's trustees, you responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act)

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination. I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- a) the accounting records were not kept in accordance with Section 130 of the Charities Act or
- b) the accounts did not comply with the accounting records or
- c) the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Runacres - Chartered Accountant
8 Waldegrave Road, Bromley BR1 2JP



MANAGEMENT COMMITTEE REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023.

Polyapes is a registered charity (1044613) that provides and maintains the camp site and buildings. The site was acquired in two separate transactions, in 1928 and 1937, by trustees acting on behalf of the then Kingston on Thames Boy Scouts Association (the "Founding District"). The purpose of the acquisition was that the site be a camping ground.

There being no evidence of an original trust deed or appointment of trustees in 1928 or 1937, in order to regularise the ownership of Polyapes, trustees were first formally appointed in 1948 when the Founding District was reconstituted into four separate Districts, namely Kingston, Malden & Coombe, Surbiton and Esher ("the Original Owner Districts").

In the period since 1948, further reorganisations have occurred and the Original Owner Districts are now reduced to two, namely Royal Kingston (incorporating, after intervening reorganisations, the District of Kingston, Malden & Coombe and Surbiton) and Esher ('the Current Owner Districts').

The current trustee of the site is the Scout Association Trust Corporation ('the Current Trustee'), having been appointed on 5th February 2018 and is duly registered at H M Land Registry under the number SY780840.

The Original Owner District together with the Owner Districts, following subsequent reorganisations, managed Polyapes through a management committee appointed in accordance with the constitution and rules in place. The powers, duties and rules have been governed by the constitution since 1975 or thereabouts and amended from time to time subsequently. The last such amendment was in 2004.

Polyapes is registered with the Charity Commission with the number 1044613. For Charity Commission purposes, the management committee officers for the time being, namely the chair(s), treasurer and secretary are considered as trustees of Polyapes. Where there is a vice chair or there are joint chairs, then the persons in those offices shall be considered as charity trustees.

The objective of the charity is to provide a natural space for scouts and other young people to camp in unspoiled surroundings.

The governance of the charity is provided by a management committee made up of appointed representatives from Esher District and Royal Kingston District. Traditionally, the management committee is confirmed at the Annual General Meeting of Polyapes annually. The management committee meets 4 to 6 times a year to oversee the running of the site and to set policies and guidelines for decision making by the warden and the bookings secretary.



Trustees during the 2022-23 reporting year were:

Chris Daley	Committee Chair
Lisa Cross	Secretary
Barry Hitchens	Treasurer
Simon Clarke	Warden and Bookings Secretary
Stewart Nash	Royal Kingston District Commissioner
Andrew Burns	Esher Deputy District Commissioner

Bankers

National Westminster Bank Plc, 10 Victoria Road, Surbiton, Surrey KT6 4JY and

Lloyds Bank plc, 15 Blackheath Village, Blackheath, London, SE3 9LH.

Independent Examiner

Peter Runacres (F.C.A.), 8 Waldegrave Road, Bromley, BM1 2SP

Risk Assessment

The trustees maintain an on-going assessment of the major risks confronting the charity that might restrict its ability to meet its objectives.

Specific risks include the ability to maintain buildings to an adequate standard to meet changing health and safety standards and to keep the site secure both when occupied and when not.

The Management Committee regularly reviews current regulations and the status of the buildings to ensure compliance with regulations and to identify and commission repairs and improvements to buildings.

The site does not employ permanent staff. To operate an effective camp site requires considerable commitment by volunteers. There is a constant risk that the demands on volunteers will exceed the needs of the site. The Management Committee continues to explore the facilities available through the wider Scouting community to attract competent volunteers to meet the needs of the site.

Reserves Policy

It is generally accepted as a rule of thumb, that charities should hold sufficient reserves to allow the charity to operate for 6 months without income as a contingency fund to enable the charity recover from a major disruption or to close should that be necessary.

At year end the charity had £33,235 in reserve. Six months operating expenses are generally £25,000.

Investment Policy

The charity generally does not have sufficient funds to invest in longer term investments. All funds are held in cash or "at call" short term investment with The Scout Association

Accounts

MANAGEMENT COMMITTEE REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022.

Polyapes is a registered charity (1044613) that provides and maintains the camp site and buildings. The site was acquired in two separate transactions, in 1928 and 1937, by trustees acting on behalf of the then Kingston on Thames Boy Scouts Association (the "Founding District"). The purpose of the acquisition was that the site be a camping ground.

There being no evidence of an original trust deed or appointment of trustees in 1928 or 1937, in order to regularise the ownership of Polyapes, trustees were first formally appointed in 1948 when the Founding District was reconstituted into four separate Districts, namely Kingston, Malden & Coombe, Surbiton and Esher ("the Original Owner Districts").

In the period since 1948, further reorganisations have occurred and the Original Owner Districts are now reduced to two, namely Royal Kingston (incorporating, after intervening reorganisations, the District of Kingston, Malden & Coombe and Surbiton) and Esher ('the Current Owner Districts').

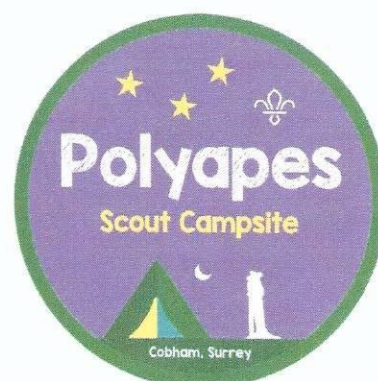
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Trustees during the 2020-21 reporting year were:

Chris Daley	Committee Chair
Lisa Cross	Secretary
Barry Hitchens	Treasurer
Simon Clarke	Warden and Bookings Secretary
Stewart Nash	Royal Kingston District Commissioner
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Independent Examiner is Peter Runacres (F.C.A.), 8 Waldegrave Road, Bromley, BM1 2SP

Risk Assessment

The trustees maintain an on-going assessment of the major risks confronting the charity that might restrict its ability to meet its objectives.

Specific risks include the ability to maintain buildings to an adequate standard to meet changing health and safety standards and to keep the site secure both when occupied and when not.

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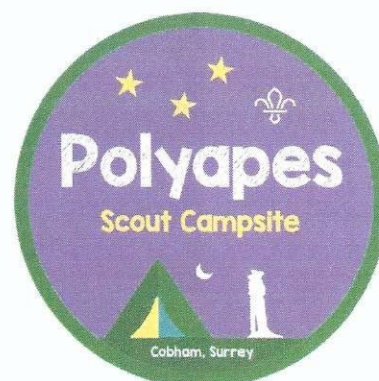
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It is generally accepted as a rule of thumb, that charities should hold sufficient reserves to allow the charity to operate for 6 months without income as a contingency fund to enable the charity recover from a major disruption or to close should that be necessary. At year end the charity had £38,406 in reserve. Six months operating expenses are generally £25,000.

Investment Policy

The charity generally does not have sufficient funds to invest in longer term investments. All funds are held in cash or "at call" short term investment with The Scout Association.



Chairmans Report

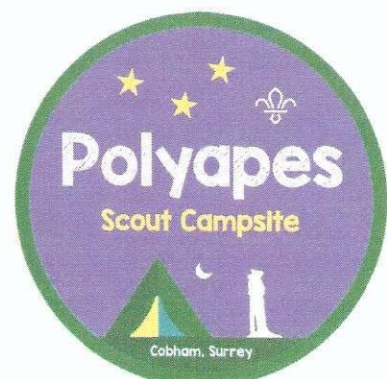
It is a great pleasure to write the introduction to the Annual Report for the Polyapes Campsite. I was appointed Chairman last year following Harry Jones stepping down from the roll as Joint Chairman, as he was moving out of the area. I must initially start by thanking Harry for the superb job he did for Polyapes and Esher District over the years and we all hope he is enjoying life in Cornwall. It was most appropriate that Harry received the award of a Silver Wolf earlier this year for his outstanding service to the Scout Association over many years.

The year 2021/22 at Polyapes was affected, like almost everything else, by the aftermath of the Covid outbreak. However, the site got fully back into action this last year and it was great to see the place being used again for its intended purpose, although still at the start of the year with some restrictions.

Simon Clarke and his SASU team have continued to do a tremendous job at the site, and we owe Simon, Hannah and their team a huge thank you for the improvements and other work they have carried out. In particular the refurbishment of the main toilet block has been an ongoing project for some time, but the end result is a major improvement on the old facility.

I must also thank the members of the Polyapes Executive for their efforts, and especially to our treasurer Barry Hutchens and Lisa Cross the committee secretary.

Chris Daley
Chairman Polyapes Management Committee



THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2021	To	31st March 2022
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Receipts and payments

	2022	2021
	Unrestricted funds	Unrestricted funds
	£	£
Receipts		
Donations, legacies and similar income	-	-
Membership subscriptions	-	-
Less Membership subscriptions paid on (National/County/Area/District)	-	-
Net membership subscriptions retained	-	-
Donations	-	-
Legacies	-	-
Gift Aid	-	-
Covid - 19 grants	10,667	20,241
Sub total	10,667	20,241
Grants		
Maintenance grant	-	-
Other grants	1,485	-
Sub total	1,485	-
CAMPING FEES		
Scouts & Guides	23,985	23
Non-Scouting	9,087	1,599
Badges	811	-
Sale of Trailer	350	-
Sub total	34,233	1,622
Investment income		
Bank interest	-	-
The Scout Association Short Term Investment Service	-	-
Hutchinson 3G	11,013	10,665
Wireless Net	-	270
Sub total	11,013	10,935
Total Gross Income	57,398	32,752
Insurance Claim	4,733	-
Total receipts	62,131	32,752

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE
Receipts and Payments Account

For the year from	1st April 2021	To	31st March 2022
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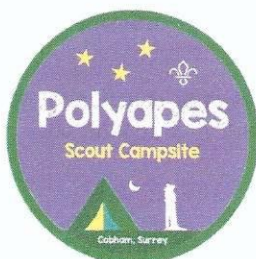
Receipts and payments

	2022 Unrestricted funds £	2021 Unrestricted funds £
Payments		
Recurring Operating Costs		
Site general maintenance	8,887	2,422
Telephone & Internet	488	542
Utilities	10,329	4,250
Licenses, inspections & Security	731	576
Cleaning/Initial	906	921
Insurance	5,063	4,886
Cess Pit	1,605	696
Sub total	28,909	14,293
Administration		
AGM, OSM and trustee expenses	1,135	191
Sub total	1,135	191
Major Improvements		
Mowgli Electricals/Roof	530	1,000
Fencing	527	2,399
Shooting range	5,883	1,685
Bus	1,455	
Crawler track	1,411	
Containers for rental	1,336	
Main toilet block	7,798	-
Equipment (defibulator)	2,608	2,199
Alarm system	1,529	1,018
Water Damage Ridge Loo	3,180	
Main Gate damage - in dispute	1,324	
General electricals	2,090	
Matresses	-	2,945
Warren	-	1,819
Warden hut- water damage	162	-
Sub total	29,833	13,066
Activities		
Shop	170	
Badges	432	-
Sub total	602	-
Total Gross Expenditure	59,344	27,549
Net of receipts/(payments)	2,652	5,201
Cash funds last year end	35,854	30,651
Cash funds this year end	38,506	35,852

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE
Statement of assets and liabilities at the end of the year

	31st March 2022	31st March 2021
	Unrestricted funds £	Unrestricted funds £
Cash funds		
Nat West Bank	12,482	19,052
LLOYDS BANK	18,775	11,925
Building society account	-	-
The Scout Association Short Term Investment Service	100	100
Cash/Floats	-	-
Total cash funds	31,357	31,077
Other monetary assets		
Debts due from Insurance Claim	1,807	-
Prepaid insurance and initial hygiene services	5,242	4,777
Sub total	7,049	4,777
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock		
Shop stock	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Other liabilities	-	-
Sub total	-	-
NET ASSETS AT END OF YEAR	38,406	35,854

Contingent liabilities and future obligations



Treasurer's Report to the members of The Scouts Association Polyapes Scout Camp Site for the year to 31st March 2021.

RECEIPTS:

Covid – 19 Grants: £10,667. (2021 - £20,241)

The government has supported all rate paying businesses with a series of grants to compensate them for having to remain closed throughout 2020-21. The site has qualified for these grants, so has received 3 (2021-6) grants over the period.

Other Grants: £1,485.

SES, our water provider, has given us £1,000 towards developing a re-wilding garden. Work has yet to start on this venture. Three smaller donations/fundraisings encouraged by the warden team comprise the remaining £485.

Camping Fees: £34,233. (2021 - £1,576)

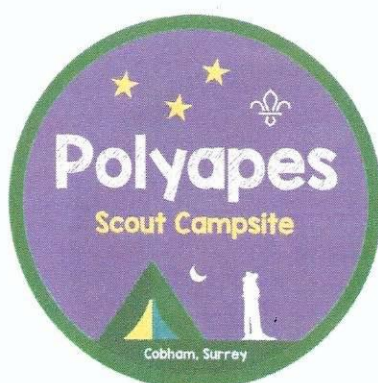
The site has not been able to be open to hirers for almost 6 months early in the period without restriction. However, since Christmas, usage has returned to pre Covid demand. The introduction of new attractions (Bus, Crawler track and Shooting range) has encouraged a quick return to historic demand. The full impact of these attractions will be more clearly identified in the 2022-23 period. Fees collected from these in the short period since installation was £1,508.

A shop has been established and badges (a new design) are again available. Again, the financial impact of these services will be identified in 2022-3. All the first batch of 300 badges were sold at a 100% mark-up.

The Camping Fees include £350 proceeds from sale of a trailer and £3,971 deposits on future hiring (10% of projected fees).

Hutchison 3G: £11,013. (2021 - £10,665)

The contract covering this income was signed in April 2002 and runs to 31st December 2021. We are in negotiations for renewing the contract. It is expected that we will receive significantly less in future years from this income source. It is encouraging that Hutchison paid the quarter to 31st March 2022 fee based on the completed contract.



EXPENDITURE

Recurring Operating Costs: £28,009 (2021 - £14,293)

Overall operating costs have returned to close to pre Covid levels. There are two exceptions.

Water. We have had two incidents of water damage and have been pleading with SES, our supplier, to take a reading of the meter (it is difficult for us to do this). We have paid estimated billings that are in excess of 100% of normal usage but, until an accurate meter reading is made by SES we cannot be sure of our liability.

General maintenance. The SASU team and numerous volunteers have used the low occupancy of the site to undertake a wide range of upgrades to the site (see the warden's report). They have spent close to £9,000 on these improvements. Before Covid, the annual repair costs were in the vicinity of £3,000.

Administration: £1,135 (2021 - £191)

We implemented the OSM system of control of hire fees in April 2021. The cost is 3% of fees processed that represents almost £1,000 of the total administration cost.

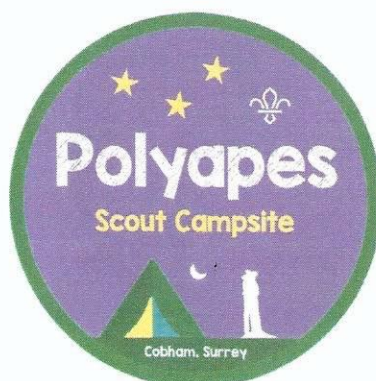
Major Improvements: £29,833 (2021 - £13,065)

We used the opportunity of the site being closed to continue making significant improvements to the general site, to install new activities and to install 4 rentable shipping containers. The Warden's report expands on these activities.

OVERALL

The site began the year with reserves of £35,854. We received £2552 (2021 - £5,203) more than we spent in the year leaving us with reserves of £38,406 at the period end. This represents well in excess of 6 months of site running costs, which is the trustees reserve policy.

Barry Hitchens
Treasurer



Polyapes Scout Camp Charity Number 1044613

Report of the Independent Examiner to the Trustees of Polyapes Scout Camp

I report to the trustees on my examination of the accounts of the above charity for the year to 31st March 2022 which are set out on the pages attached.

Responsibilities and basis of report

As the charity's trustees, you responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act)

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act

Independent Examiner's Statement

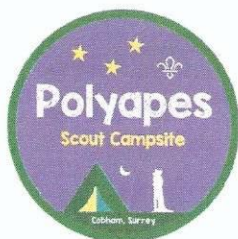
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Peter Runacres - Chartered Accountant
8 Waldegrave Road, Bromley BR1 2JP



Wardens Report

First off, I would like to thank our service crew for the dedication and commitment they show the site week in week out, without them, we couldn't have the site running as well as it is, I'd also like to thank Hannah for her support and for being behind me on every little or big project we have been undertaking and for reeling me in when I get excited about other ideas for the site!

so, what an interesting year we have had! Half in and out of lock down, not able to camp, but still use the site in some form, then a crazy 6 months of bookings and camping! (Which has not stopped in to the following year)

During the lock downs the team have been able to complete the following tasks:

- Build a multipurpose Range (Archery, Air Rifles and Tomahawks)
- Install our Holiday Bus and covered cooking/washing up area for it
- Commission our Radio Control car Crawler track
- Install four rentable shipping containers (all hired out)
- Repair and upgrade cabling throughout the site
- Refurbish the warden's hut
- Install and fit out a tuck shop
- Installed new signage and map
- Start our main toilet block refurbishment project
- Fit out the Warren and Mowgli Kitchens with Crockery, Cooking Utensils, Pots, and Pans
- Installed a yard area and better fencing/gates to keep areas secure
- Cleared several skips of rubbish
- Plus 101 other tasks that we just do for granted week in week out.

Over the past year the site has had over 60 hours of use on the range (in 2022/2023 we have already smashed that with 100+ hours)

10 hours of RC cars (only commissioned for later part of the year)

Provided over 233 nights of camping for 4895 campers and had over 5091 day/evening visitors. (This is why we ask for precise numbers when you book with us).

We have been grant chasing and I was able to get us our SES water grant to help fund our wildlife garden which is being started towards the end of 2022, we are after more grants as we look to replace some of the core infrastructure on site like the warren and the wardens hut.

We have agreed to have our own Cave Bus and that will be installed in August 2022 ready for the September camping season.

Over the coming year we will have completed the revamp of our main toilet block, moving the girls toilets to where the adult males used to be, and what was the girls toilet becoming another 2 adult toilets and showers, adding an additional shower to both the boys and girls block, revamp the walls and floors, install new cubicles, sinks, taps and LED lights on sensors. PLUS install heating to keep the blocks warm and dry.

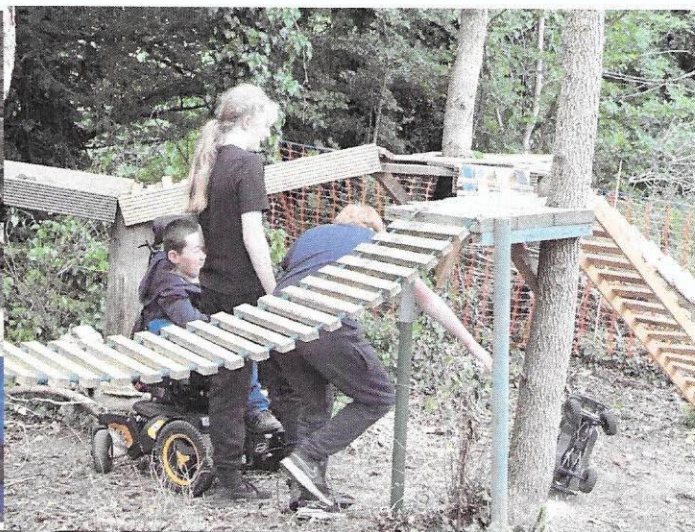
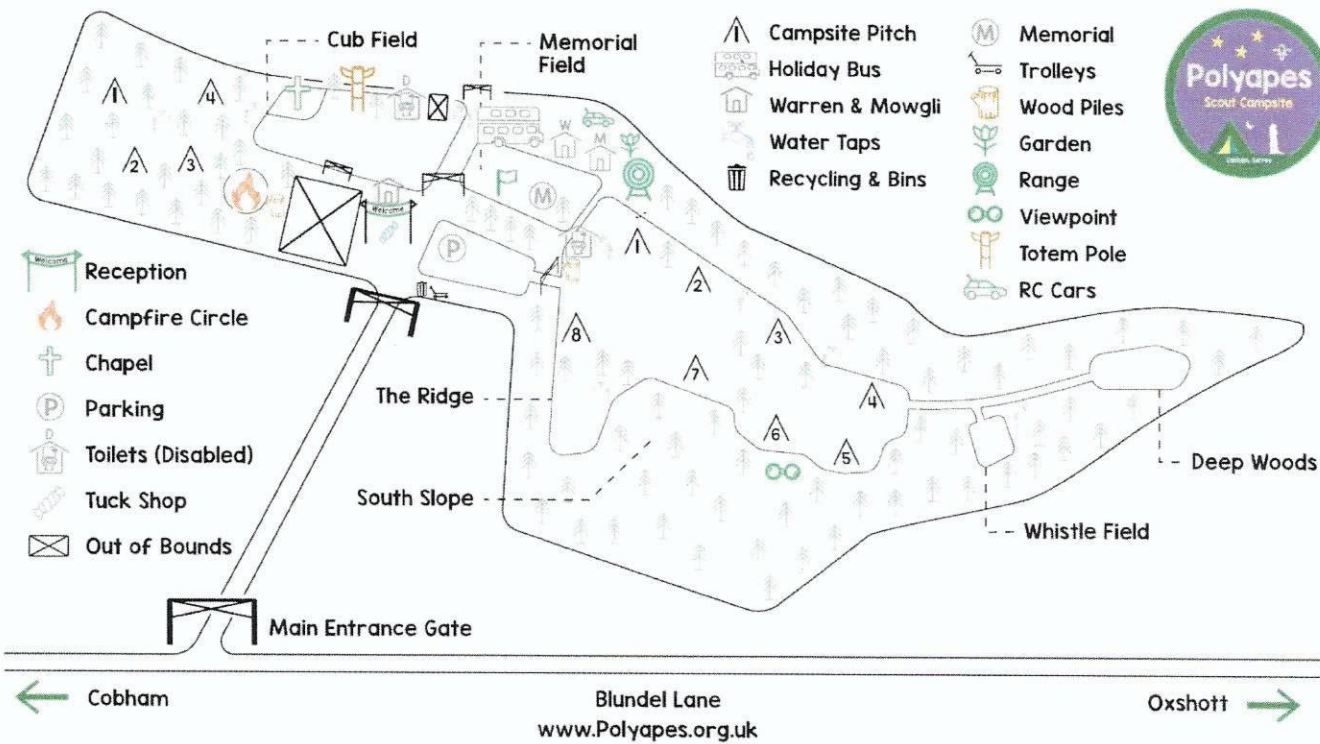
We hope to install a bouldering wall as another self-led activity, plus provide outdoor games, parachutes, tables chairs and marquees for hire to enable people to not have to bring up as much equipment to run a successful camp.

The wardens hut has been revamped and we have taken away the need to get weekend wardens to cover the site as between us and the service crew we have pretty much covered all the weekends, we may ask for help in the future and are always happy to have groups warden, however with activities now, it is hard to work that in unless you have the correct permits.

2022/2023 looks to be our busiest year yet and we are really looking for more crew members, especially those who are willing to run activities, we will happily put you through the courses required to help us keep these activities available for our young people!

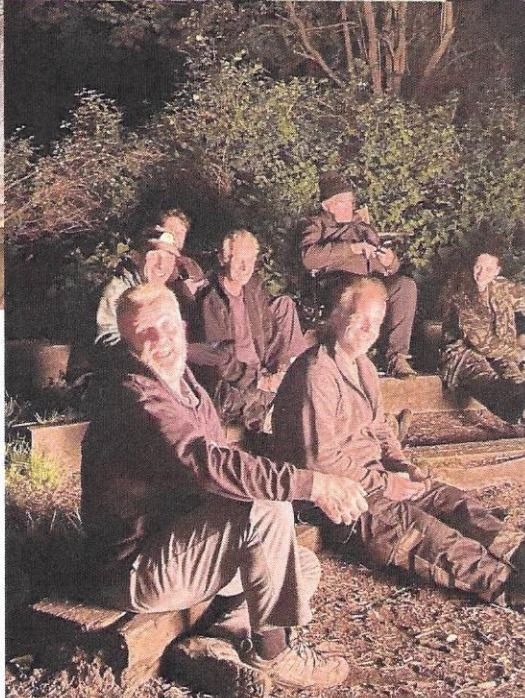
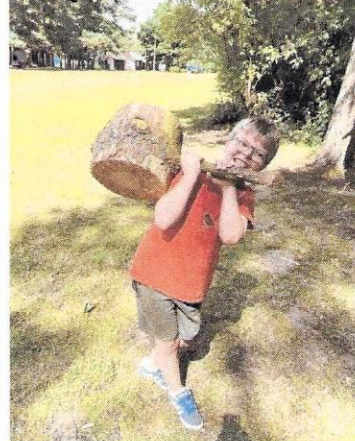
Finally, I'd like to thank everyone who uses the site and all the positive feedback we receive, Polyapes is your site, we are just keeping it going and trying to improve what we have for the generations to come, without your support and utilisation of our site, this would not be possible.

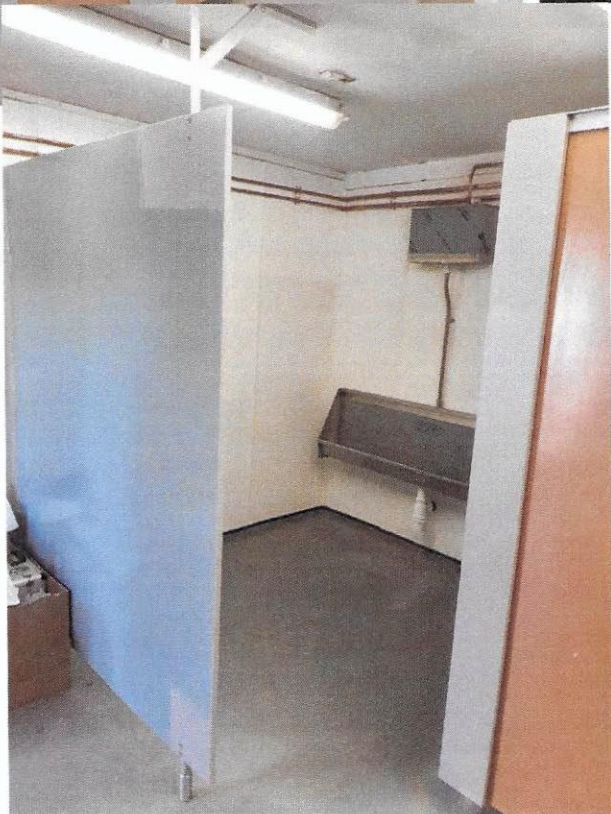
Simon & Hannah Clarke





Service Crew







Polyapes Scout Camp Charity Number 1044613

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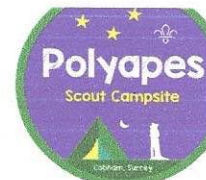
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Accounts



THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMP SITE MANAGEMENT COMMITTEE REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021.
(Charity No. 1044613)

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Harry Jones	Esher District Chair and Committee Joint Chair
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Barry Hitchens	Treasurer
Simon Clarke	Warden and Bookings Secretary
Stewart Nash	Royal Kingston District Commissioner
Chris Daley	Co-opted Esher District Executive Committee
Andrew Burns	Esher Deputy District Commissioner

Hannah Clarke is Scout Active Support Unit manager

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Investment Policy

The charity generally does not have sufficient funds to invest in longer term investments. All funds are held in cash or "at call" short term investment with The Scout Association.

Joint Chairs' Report

One major change in personnel since last year's report is that Avril and Les Lobjoit having moved away from the area have stood down as Wardens. it may have only been a short spell as Wardens but we valued their stepping in when we had a number of committee changes particularly to the wardening and booking team. Very many thanks to Avril and Les with best wishes in their new home.

Simon Clarke has taken on the Warden's role alongside his bookings responsibilities. Simon's wife Hannah is manager of the Scout Active Support Unit. Members are actively encouraged from both Royal Kingston and Esher Districts.

Otherwise the Committee and site management is unchanged from the previous year.

As best they can and in accordance with the rules and guidance applicable to the the coronavirus situation the team have put in improvements to the site and the buildings but these take organisation, time and people. Work has not been easy to do since the site has closed but should be noticeable and be of benefit to campers/site users with face to face scouting starting and, hopefully, the camping beginning. When the site is open support from Districts by individuals, sections and Groups taking part in maintenance weekends/days or an ad hoc basis will help move this process along more quickly and will establish an ownership culture of Polyapes being 'Your Campsite'.

Dave Weedon & Harry Jones
Joint Chairs Polyapes Management Committee

WARDEN'S REPORT FOR THE YEAR ENDED MARCH 31ST 2021.

2020 has been a year like no other, with very little use of the site and with the team not able to meet as often as we usually would to complete maintenance has meant some parts of the site had fallen in to further disrepair.

The service team have spent many hours clearing the same patches or land only for them to regrow or cutting the fields (some of which we only ever need to cut once or twice a year due to footfall), due to the site being used less, we have found that everything has grown more than usual!

Although when we could meet under government guidelines, and with having less people using the site it has allowed us to invest some time on clearing areas that have been disused and installing a new multipurpose archery, shooting and tomahawk range, with the ability to add a second in the future if this gets used enough.

Our core focus has been on safety and security, we have installed 2 new containers, one of which is a dedicated workshop, installed fencing and gates around the containers creating a yard area, we moved the main wood pile and created a second on the ridge to save wood being transported by young people across the site and through the car park.

We have had to install further cameras around the site to assist with protecting our property due to the site being used less

We then focused on our buildings, the warren has had all the external walls reclad and replaced an aging asbestos roof to the side, inside is due to be decorated towards the end of 2021

The Mowgli is currently undergoing an internal roof repair which should be completed soon, it looks untidy but needed to be aired out to allow it to dry, this too is looking at having a full repaint both inside and out towards the end of 2021.

A big bonus is that we had the funds available and have also managed to replace all mattresses within our sleeping accommodation in the Mowgli and Wardens hut.

The wardens hut continues its transformation with new flooring and being painted, its slow progress but is getting there.

We are finding that every time we do a job, another 2 things come up which end up taking time and funds to repair or replace, which although disappointing, is making the site safer to both the people working on it and those that use it.

The site has a new map, kindly drawn up by a fellow scouter, this now features outside the warden's hut and on the ridge, a new website has been created by another scouter and we have moved to Online Scout Manager for our site bookings, this costs more for us to run but makes running things a lot easier, it is also much easier for scouts to book us – especially if they use OSM.

The last 'big' thing to happen is our new 17 bed sleeping accommodation, we have taken on through partnership with 'Cavebus' a fairly well-known pop groups old tour bus (Take That), it has been fully renovated inside and painted outside has new soft furnishings installed, this along with an outside cooking area, will give users of the site something different to stay in!

We are looking forward to welcoming people to come and stay at the site in the very near future!

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2020	To	31st March 2021
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Receipts and payments

	2021 Unrestricted funds £	2020 Unrestricted funds £
Receipts		
Donations, legacies and similar income	-	-
Membership subscriptions	-	-
Less: Membership subscriptions paid on (National/County/Area/District)	-	-
Net membership subscriptions retained	-	-
Donations	-	100
Legacies	-	-
Gift Aid	-	-
Covid - 19 grants	20,241	-
Sub total	20,241	100
Grants		
Maintenance grant	-	-
Other grants	-	-
Sub total	-	-
CAMPING FEES		
Scouts & Guides	- 23	23,160
Non-Scouting	1,599	4,491
Badges	-	30
Other fundraising activities	-	-
Sub total	1,576	27,681
Investment income		
Bank interest	-	-
Building Society interest	-	-
The Scout Association Short Term Investment Service	-	-
Hutchinson 3G	10,665	10,550
Wireless Net	270	315
Sub total	10,935	10,865
Total Gross Income	32,752	38,646
Insurance Claim	-	-
Total receipts	32,752	38,646

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Receipts and Payments Account

For the year from	1st April 2020	To	31st March 2021
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Receipts and payments

	2021 Unrestricted funds £	2020 Unrestricted funds £
Payments		
Recurring Operating Costs		
Site general maintenance	2,422	2,020
Telephone & Internet	542	712
Utilities	4,250	11,338
Licenses, inspections & Security	576	179
Cleaning/Initial	921	1,494
Insurance	4,886	5,916
Cess Pit	696	12
Sub total	14,293	21,671
Administration	-	-
AGM and trustee expenses	191	10
Sub total	191	10
Major Improvements		
Mowgli Roof	1,000	556
Fencing	2,399	
Shooting range	1,685	-
Warren	1,819	227
Equipment (2 containers mainly)	2,199	924
Alarm system	1,018	11,865
Matresses	2,945	
Tree control	-	3,150
Car Park Lights	-	262
Warden hut	-	4,179
Sub total	13,065	21,163
Activities		
Badges	-	-
Sub total	-	-
Total Gross Expenditure	27,549	42,844
Net of receipts/(payments)	5,203	- 4,198
Cash funds last year end	30,651	34,849
Cash funds this year end	35,854	30,651

THE SCOUTS ASSOCIATION POLYAPES SCOUT CAMPSITE

Statement of assets and liabilities at the end of the year

	31st March 2021 Unrestrict ed funds £	31st March 2020 Unrestrict ed funds £
Cash funds		
Nat West Bank	19,052	19,439
LLOYDS BANK	11,925	6,055
Building society account	-	-
The Scout Association Short Term Investment Service	100	100
Cash/Floats	-	-
Total cash funds	31,077	25,594
Other monetary assets		
Debts due from the County/Area/District/Group	-	-
Prepaid insurance and Initial hygiene services	4,777	5,057
Sub total	4,777	5,057
Investment assets		
Investment property - detail	-	-
Quoted investments	-	-
Other investments - detail	-	-
Sub total	-	-
Non monetary assets for charity's own use		
Badge stock	-	-
Shop stock	-	-
Scouting equipment, furniture etc	-	-
Other	-	-
Sub total	-	-
Liabilities		
Accounts not yet paid	-	-
Expenses incurred but not invoiced	-	-
Other liabilities	-	-
Sub total	-	-
NET ASSETS AT END OF YEAR	35,854	30,651

Contingent liabilities and future obligations

The above receipts and payments account and statement of assets and liabilities were approved by the

Signature

Print Name

Chair
Treasurer

RECEIPTS:

Covid – 19 Grants: £20,241

The government has supported all rate paying businesses with a series of grants to compensate them for having to remain closed throughout 2020-21. The site has qualified for these grants so has received a total of 6 grants over the period. Further grants will be received in 2021-22 following the same qualification standards.

Camping Fees £1,576. (2020 - £27,691)

The only time the camp site was able to offer its services to the community was for a short period in October 2020 and again since Christmas 2020 with strict social distancing. Fees charged during these periods reflected the limited accessibility to facilities.

Some deposits have been received for the 2021 year mainly from some new non-scouters. However, there has been a hesitation on behalf of scouters to fully commit to 2021-22 camping hence the minimal deposits from scouts. Many of the regular scouts visitors to the site have outstanding deposits from suspended 2020 bookings. Very few have requested refunds (£ 360 paid out).

Hutchison 3G £10,665. (2020 - £10,550)

Recent past years' income has been similar. The contract covering this income was signed in April 2002 and runs to 31st December 2021. Fees are adjusted according to the RPI every 3 years (the last adjustment was 1st April 2021 – 2.5% increase on the base fee – 60% of the total fee). We are in negotiations for renewing the contract. It is expected that we will receive significantly less in future years from this income source.

EXPENDITURE

Recurring Operating Costs £14,293 (2020 - £21,671)

Overall operating costs are two thirds of prior years reflecting the reduced use of the site during the period. General maintenance had to be maintained as did Insurance and telecom connections. All other costs reflect the site being closed. We continue to have problems with the Cess Pit. We hope we have found a solution and that these costs will be “ reasonable “ in 2021-22.

Admin/Travel £191 (2020 - £10)

Stationery costs relating to notices concerning Covid – 19 restrictions represent the major portion of Admin costs this year.

Other Expenditure – Major Improvements £13,065 (2020 - £21,163)

We used the opportunity of the site being closed to make significant improvements to the general site, to begin work on a shooting range and to expand site storage, installing two shipping containers. The Warden's report expands on these activities.

OVERALL

The site began the year with reserves of £30,651. We received £5,203 (2020 - spent £4,198) more than we spent in the year leaving us with reserves of £35,854 at the period end. This represents well in excess of 6 months of site running costs, which is the trustees reserve policy.

Historically, the site generates approximately £30,000 in camp fees and £10,000 from Hutchinson annually. Its running costs are around £25,000, leaving £15,000 to be spent on improving/repairing the site. This year was an unusual year but we kept to the aim of spending £15,000 on improvements/maintenance. Hopefully 2021-22 will return to “normal” although the reduced Hutchinson income may require a re-think should reserves drop below our policy level.

Independent examiner's report to the trustees of Polyapes Scout Camp

I report on the accounts of the Charity for the year ended 31 March 2021.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

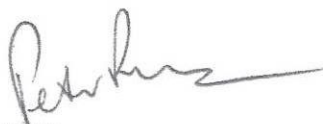
In connection with my examination, no matter has come to my attention

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



Peter Runacres

Relevant professional qualification or body:

Fellow of the Institute of Chartered Accountants in England and Wales

Address - 8 Waldegrave Road, Bromley, BR1 2JP

17th August 2021