



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2020		31	March	2021

## Section A Reference and administration details

<b>Charity name</b>	Danemead Management Committee
<b>Other names charity is known by</b>	Danemead Scout Campsite
<b>Registered charity number (if any)</b>	1069693
<b>Charity's principal address</b>	c/o Chair, Christopher Harrison 8, Northside, Breach Barns, Galley Hill Waltham Abbey, Essex <b>Postcode</b> <b>EN9 2AR</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Harrison	Chair		Campsite Manager
2	Matthew Brett	Campsite Manager		The Scout District Executives of Barnet, Chingford, Enfield and North London
3	Ann Finnis	Treasurer		The Danemead Management Committee
4	Michael Hayward	Secretary		The Danemead Management Committee
5	Martin Lindsey	North London Scout District Representative	01/04/2020 – 26/05/2020	North London Scout District Executive Committee
6	Judith Harris	North London Scout District Representative	26/05/2020 – 31/03/2021	North London Scout District Executive Committee
7	Robert Pyches	Enfield Scout District Representative		Enfield Scout District Executive Committee
8	Mark Miller	Waltham Forest Scout District Representative		Waltham Forest Scout District Executive Committee
9	Nick Stevenson	Barnet Scout District Representative		Barnet Scout District Executive Committee
10	Harrison Newland	Young Person Representative		The Danemead Management Committee
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Health and Safety	Judith Harris	
Finance	Monica Finnis	
Digital	Steve Brownless	

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution dated 21 <sup>st</sup> May 2020 and adopted with the approval of the four owning District Executive Committees.
How the charity is constituted (eg. trust, association, company)	The Danemead Management Committee has been constituted to effectively, expeditiously and efficiently administer and manage the land and buildings specified within the Danemead Trust Deed (dated 1 <sup>st</sup> September 1971 and subsequent amendments) or otherwise known to comprise "Danemead" (the asset) on behalf of four District Scout Councils, or their successors, being (1) Barnet District Scout Council, (2) Waltham Forest District Scout Council*, (3) Enfield District Scout Council and (4) North London District Scout Council who own the land in equal shares and are the "Owning Districts".
Trustee selection methods (eg. appointed by, elected by)	<p>The Danemead Management Committee shall comprise of up to ten Trustees who shall be the only voting members.</p> <p>Each Owning District shall appoint one Trustee [= 4 Trustees]. Nomination of these Trustees shall be received by the Secretary fourteen days prior to the Annual General Meeting. The Owning Districts may change the nominated Trustee subject to fourteen days written notice to the Secretary or, if within 90 days of the Annual General Meeting by fourteen days notice prior to the Annual General Meeting. If a trustee does not adequately perform their role the</p>

<p>Danemead Management Committee can ask the appointing Owing District to replace that Trustee, such requests shall not be unreasonably refused. If the nominated Trustee is unable to attend a meeting then the Owing District has the right to send a representative. The representative will not have voting rights.</p> <p>The Owing Districts shall jointly approve the appointment of the Campsite Manager (a Trustee) [= 5th Trustee] who shall be a member of The Scout Association through one of the Owing Districts.</p> <p>The Campsite Manager shall nominate the Chairman (a Trustee) at the Annual General Meeting [= 6th Trustee] This appointment must be approved at the Annual General Meeting. The Chairman shall be a member of the Scout Association through one of the Owing Districts.</p> <p>The Secretary and Treasurer shall be voted in at the Annual General Meeting [= 7th and 8th Trustee]. Nominations for the positions in writing, including nominee's agreement to perform the role, to be received by the Secretary a minimum of fourteen days prior to the Annual General Meeting. The Secretary and Treasurer must be willing to become members of the Scout Association if they are not already.</p> <p>There should normally be at least two young people between the age of 18 and 25 years old who hold full voting rights [= 9th and 10th Trustee]. Nominations for the positions in writing, including nominee's agreement to perform the role to be received by the Secretary a minimum of fourteen days prior to the Annual General Meeting. Nominees must be members of the Scout Association through one of the Owing Districts.</p>
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### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

<p>Danemead Management Committee shall operate in accordance with The Policy, Organisation and Rules of The Scout Association (as amended from time to time).</p> <p>The Danemead Management Committee has identified the major risks to which they believe the campsite is exposed. These have been reviewed and systems have been established to mitigate against them.</p> <p>The main areas of concern are:</p> <p>Damage to Hornbeam Lodge, the toilet block, office, workshop and volunteer accommodation. All buildings are fully insured against partial or complete loss.</p> <p>Damage to property and equipment. The campsite has sufficient insurance in place to mitigate against permanent loss.</p> <p>Injury to campsite visitors. The campsite has adequate public liability insurance provided through Unity Scout Insurance Services and all volunteers are members of the Scout Association and as such they are covered under insurance provided by Unity Scout Insurance Services.</p> <p>Risk assessments are undertaken before all activities.</p> <p>Reduced income from fund raising. The campsite is primarily reliant upon income from camping fees and indoor accommodation hire. The campsite holds a reserve to ensure the continuity of activities, should</p>
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there be a major reduction in income. The Committee could raise the cost of camping and hire fees to increase the income of the campsite on an ongoing basis, either temporarily or permanently.

Reduction or loss of volunteers. The campsite is totally reliant on volunteers to run and administer the activities of the campsite. If there was a reduction in the number of volunteers to an unacceptable level there would have to be a contraction, consolidation or closure of the site until more volunteers could be recruited.

Financial irregularity. The Chairman and Campsite Manager has drawn the attention of all Wardens, crew and Committee Officers to the Scout Association's Financial Guidance and the advice to keep income separate from expenditure. The campsite Manager and deputy campsite Manager are both offered a float for their expenses so that income can be banked gross.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

**Aims & Objectives of Danemead Management Committee**

The Danemead Management Committee shall:

Maintain, develop and improve the asset land and any building originally or thereafter permitted to be placed there.

Maximise the use to which the asset can be placed, within its accepted primary purpose of camping, outdoor education and recreation for Scouting, to which priority shall be given, and any other youth organisations.

Retain and preserve all associated rights, easements or other chattels appertaining to the asset on behalf of the Danemead Trust.

Report regularly at pre-agreed intervals to the Owning Districts on management and any other matters which may affect the asset.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The campsite is run entirely by volunteers who receive no remuneration for their time and services.

Volunteers are all members of the Danemead Scout Active Support Unit which is administered by Enfield District Scouts.

### Summary of the main achievements of the charity during the year

Due to the global Coronavirus pandemic the site remained closed for the vast majority of the year and this is shown by a reduction of over 90% in the total income from both Scout and non-Scout camping and building hire. In the previous financial year these figures amounted to over £25,000 whilst in 2020/21 they were just under £2,500.

As restrictions were eased slightly we did see an increase in Scouting families using the facilities at Danemead for short breaks and during the periods when face to face outdoor Scouting activities were permitted we achieved a quadruple increase from day visit fees.

Not all is doom and gloom and the site has benefitted environmentally as nature and wildlife has made the most of 35 acres of “abandoned” woodland with many new trees and shrubs establishing themselves within the diverse ecological environment that makes Danemead Scout Campsite such a unique and challenging habitat to manage.

The forced closure of the site also meant that we were able to press ahead with several major planned projects

- After quite a lengthy legal process costing almost £2,000 involving the four owning Districts, The Scout Association Trust Corporation and the National Lottery Community Fund (NLCF) a tri-partite agreement was established which enabled the long awaited refurbishment of Hornbeam Lodge to finally commence, quite some considerable time after we initially achieved funding approval from the National Lottery Community Fund. The planned work was quite extensive and included the refurbishment of the remaining three bunk rooms with the main entrance foyer being reduced in size to accommodate a new wet room with toilet and shower facilities for visitors with disabilities and wheelchair users. Refurbishment of the main hall, including a new floor and audio visual equipment, a leaders’ lounge and adjoining leaders’ bedroom. Total refurbishment of the kitchen with new appliances including an American style fridge freezer and dish washer. Central heating throughout the building and improved insulation, new double glazed windows throughout and Velux windows in the roof. The electrical supply has been upgraded and CCTV, fire and security systems have all been replaced or added. The total cost spent on the refurbishment over the last three years amounts to almost £170,000.
- The installation of two brand new Calor Gas tanks now supply gas to both Hornbeam Lodge and the toilet block and have already shown considerable cost savings compared with the previous use of bottled gas.
- The Providore and campsite office have had a substantial refurbishment with new counters, storage facilities and carpet throughout.
- Continuing improvements to our booking system and social media presence and the extension of site-wide wi-fi and CCTV cameras. A further investment of almost £2,700 in security features.
- The partnership with BushScouts UK continued throughout the year and as and when local restrictions allowed several members visited the site to commence construction of an outdoor

classroom facility made entirely from natural materials sourced on site.

- Finally the existing toilet provision for visitors in wheelchairs was deemed unfit for purpose and a £10,000 refurbishment project was undertaken in the early part of 2021 funded by £1750 from each of the four owning Districts plus grants of £4,200 from the Axis Foundation, Lighting Solutions and Roch NDT Services. This resulted in a dedicated toilet facility for visitors with disabilities complete with access ramp for wheelchair users.

With very limited Scouting activity the planned Mud Run and Survival Camp had to be cancelled. Both these events are usually major fund-raisers for the site.

Providore income shows a loss of £791 attributable to a large amount of stock having to be written off due to it going out of date as a direct result of the significant drop in campsite visitors.

In addition to £143,760 from the National Lottery Community Fund grants totalling £11,350 were awarded from various charitable bodies to whom we are very grateful; The Axis Foundation (£3000), Cable Test Limited (£100), Mark Bailey Associates (£500), Bernard Sunley (£2500), The Leslie Sell Foundation (£500), Lighting Solutions (£200), Peckford Electrical (£150), The Robert Hall Foundation (£2000), Roch NDT Services (£400) and The Shanley Foundation (£2000). In addition several contractors provided additional services at little or no cost.

Special mention must be made of the provision of Covid grants totalling over £28,200 from East Herts council which went a very long way to cover the sites ongoing basic running costs during the lockdown periods such as general maintenance, electricity and water charges etc. Without this additional income the site would have struggled to operate under the difficult conditions presented by the pandemic and we are extremely grateful for this much needed additional financial support which quite literally kept the campsite viable.

Good working relationships continue with external organisations; East Hertfordshire Wildlife Trust, Natural England, The Forestry Commission and Capel Manor College.

Despite the lockdown restrictions, working parties and crew weekends have continued to improve the site including the removal of holly and non-natural species of trees, the removal of diseased trees and trees overhanging buildings. New camping areas have also been established.

Finally, I must express my sincere thanks on behalf of everybody who either manages or uses the facilities offered by Danemead to our Secretary, Michael Hayward for his tireless work in securing grant funding and ensuring the success of our applications and both his and our Site Manager, Matthew Brett's management of the various projects mentioned above under such difficult circumstances.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity aims to hold a sum not less than £5,000 in the main HSBC current account to meet the cost of day to day running costs. On 31<sup>st</sup> March 2020 the sum was £34,505.16 (of which £26,969.18 was designated grant funding for ongoing project work).

£3,174.26 was held in a HSBC deposit account specifically to meet any costs relating to the water supply plant and infrastructure.

To meet ongoing liabilities during the year the decision was taken to close the Deposit Account held by the Scout Association thereby releasing £5,378.25 into the general account.

The Campsite Manager holds a £500 float to cover general running expenses and a £50 float is retained in the Providore.

This gives a total cash reserve of £38,229.42 (of which £30,143.44 is designated for specific projects leaving £8,085.98)

### Details of any funds materially in deficit

There are no funds in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal source of funding is from camping fees, the hire of the accommodation facilities and the profit generated from sales of sweets and souvenirs in the campsite Tuck Shop.

To counteract the significant drop in income during the year and to reflect on the vastly improved facilities offered to users of Hornbeam Lodge the decision was taken to increase building hire and camping fees for all users.

## Section F

## Other optional information

The total income in the financial year 2020/2021 was £195,226.55 whilst the total expenditure amounted to £176,457.85 resulting in an overall income / expenditure of £18,768.70.

Over £154,941 has been invested directly back into the site in the way of building maintenance and improvements in the last year and over £238,941 over the last three years.

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees



<b>Signature(s)</b>	<i>C.J. Harrison</i>	<i>M.D.G. Brett</i>
<b>Full name(s)</b>	Christopher John Harrison	Matthew David George Brett
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Campsite Manager
<b>Date</b>	1 <sup>st</sup> September 2021	

**DANEMEAD SCOUT CAMPSITE**  
**Receipts and Payments Account**  
**For the year from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021**

<b><u>Receipts and Payments</u></b>	2020/2021	Prior Year 2019/2020	Notes
Receipts			
<b>Campsite Income</b>	<b>£</b>	<b>£</b>	
Scout Camp Fees	167.52	7,690.80	
Public Camp Fees	1,996.16	3,373.00	
Hornbeam Lodge Scouts Fees	150.00	6,206.00	
Hornbeam Lodge Public Fees	150.00	2,170.00	
Whole Site Bookings	-	5,168.00	
Day Visitors	1,186.00	320.00	
Twiggles Explorers	1,040.00	509.00	
Caravan Hire	900.00	-	
Provider Sales	145.20	2,605.00	
Forestry	567.50	845.25	
Donations	455.99	3,289.00	
Water Contingency	675.00	600.00	
Water Income	2,960.00	1,350.00	
Business Rates Refund	2,304.00	2,268.00	
Uniform sales	-	24.00	
General Maintenance	-	20.00	
Hornbeam Lodge Refurbishment	143,760.00	715.80	£136,572.10 National Lottery Grant
Crew Room/Shop Refurbishment	3,000.00		£2,500.00 Shanley Foundation Grant & £500.00 Leslie Sell Trust
Toilet Roof Renewal	150.00	-	£150.00 Peckford Electrical Donation
Disabled Toilet Refurbishment	10,000.00		£7,000.00 4 owner districts donations & £3,000.00 Axis Foundation Grant
Hertfordshire Council	20,240.93		Covid Virus Grants
Mud Run	-	6,035.00	
Survival Camp	-	1,000.00	
	<u>189,848.30</u>	<u>44,188.85</u>	
<b>Investment Income</b>			
Interest	<u>20.72</u>	<u>33.66</u>	
<b>Total Receipts</b>	<u>189,869.02</u>	<u>44,222.51</u>	
<b>Campsite Payments</b>	<b>£</b>		
Camp Fee Expenses	1845.40	1,023.00	Refunds due to Covid Virus
Provider Expenditure	-	1748.65	
Water Service	675.00	600.00	Restricted account
Water Testing	163.92	618.67	
Water refund & bounced cheque	1,035.00		Overpayment.
Water Electricity	1,494.21	1,591.97	
Campsite Electricity	1,422.96	1,968.68	
Gas	1,226.25	828.06	
Bin Collection	245.97	983.88	
Toilet Block	15.59	267.48	
General Maintenance	1,005.88	4,996.39	
Wardens Account	299.12	151.45	
Social and Work Weekends	12.12	171.58	
Website, WiFi & CCTV	2,692.29	3,817.28	
Administration/Solicitors Fees	1,948.54	510.89	
Insurance	4,663.82	4,517.41	
Business Rates	2,304.00	2,268.00	Offset by refund
Hornbeam Lodge Refurbishment	146,266.61	20,288.28	£136,572.10 National Lottery

Crew Room/Shop Refurbishment	4,964.17	-	£3000.00 Axis Foundation Grant
Mud Run	4,177.00	787.60	Refunds due to Covid Virus
Uncle Toms Cabin	-	1,045.00	
Survival Camp	-	2,645.65	
Uniforms	-	307.93	

<b>Total Payments</b>	<b>176,457.85</b>	<b>51,137.85</b>
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**RESTATED**

Net of receipts/(Payments)	13,411.17	- 6,915.34
ADD BACK – NET Internal transfers	625.00	
Cash Funds last year end	<u>24,193.25</u>	<u>30,303.91</u>
Cash Funds this year end	<u>38,229.42</u>	<u>23,388.57</u>

**Memorandum Providore Trading Account 2020/2021**

Balance b/f	6,386.10	Sales	145.20	
		Loss	790.80	Out of date sweets/drinks written off
Purchases	0.00	Balance c/f	5,450.10	
	<u>6,386.10</u>		<u>6,386.10</u>	

**Statement of Assets & Liabilities at the end of the year**

	2020/2021	2019/2020	
<b>Cash Funds</b>	£	£	
HSBC Bank Current Account	34,505.16	15,736.46	
HSBC Bank Deposit Account	3,174.26	2,547.80	Restricted Water Contingency
Scout Association Deposit	CLOSED	5,358.99	Designated to pay insurance in April 21
Cash Floats	550.00	550.00	

<b>Total Cash Funds</b>	<b>38,229.42</b>	<b>24,193.25</b>
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**Non-Monetary Assets**

Provider Stock	5,450.10	6,386.10	
Land & Buildings	1.00	1.00	Written Down Value
Equipment	-	-	See insurance value below
Sub Total	<u>5,451.10</u>	<u>6,387.10</u>	

**Liabilities**

Accounts not yet paid	316.20	200.00
Expenses incurred but not invoiced		980.65
Camp fees received in advance	970.00	2,949.00
Sub total	1,286.20	4,129.65

**Notes**

Restricted Cash Funds	3,174.26	2,547.80	Water Contingency Account
	26,969.18		Designated Grant Money
Unrestricted Cash Funds	8,085.98	21,645.45	

<b>Total Cash Funds</b>	<b>38,229.42</b>	<b>24,193.25</b>
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Insurance Value 2020	Workshop	Toilets	Hornbeam Lodge	2 Caravans	TOTALS
Buildings	£12783.00	£19176.00	£255673.00	£20755.00	£308387.00
Contents	£ 6392.00	£ 0.00	£ 21733.00	£ 2556.00	£ 30681.00

## **Independent Examiner's report to the trustees of Danemead Scout Campsite**

(Charity number: 1069693)

I report to the trustees on my examination of the accounts of Danemead Scout Campsite for the year ended 31<sup>st</sup> March 2021.

**Responsibilities and basis of report:** As the charity trustees of Danemead Scout Campsite, you are 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 Danemead Scout Campsite 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 giving me cause to believe that in any material respect:

1. the accounting records were not kept in respect of Danemead Scout Campsite as required by section 130 of the Act; or
2. the accounts did not accord with those accounting records.; or
3. the accounts did not comply with the applicable requirements concerning the form and content as set out in the Charities (Accounts & Reports) Regulations 2008.

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.

Signed:



2<sup>nd</sup> September 2021

Name: Richard John Newson A.C.I.B., P.G.C.E.(F.E)

### **Relevant professional qualification or membership of professional bodies**

Associate of the Chartered Institute of Bankers (Fellow - Retired); *now the London Institute of Banking & Finance.*

Over seven years' experience of 'Internal Branch Audit' with a major London Clearing Bank.

Address: 12 Hillview Road Orpington Kent BR6 0SF



**DANEMEAD SCOUT CAMPSITE**  
**Receipts and Payments Account**  
**For the year from 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021**

<b><u>Receipts and Payments</u></b>		Prior Year	Notes
	2020/2021	2019/2020	
Receipts			
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Scout Camp Fees	167.52	7,690.80	
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Whole Site Bookings	-	5,168.00	
Day Visitors	1,186.00	320.00	
Twiggles Explorers	1,040.00	509.00	
Caravan Hire	900.00	-	
Provider Sales	145.20	2,605.00	
Forestry	567.50	845.25	
Donations	455.99	3,289.00	
Water Contingency	675.00	600.00	
Water Income	2,960.00	1,350.00	
Business Rates Refund	2,304.00	2,268.00	
Uniform sales	-	24.00	
General Maintenance	-	20.00	
Hornbeam Lodge Refurbishment	143,760.00	715.80	£136,572.10 National Lottery Grant
Crew Room/Shop Refurbishment	3,000.00		£2,500.00 Shanley Foundation Grant & £500.00 Leslie Sell Trust
Toilet Roof Renewal	150.00	-	£150.00 Peckford Electrical Donation
Disabled Toilet Refurbishment	10,000.00		£7,000.00 4 owner districts donations & £3,000.00 Axis Foundation Grant
Hertfordshire Council	20,240.93		Covid Virus Grants
Mud Run	-	6,035.00	
Survival Camp	-	1,000.00	
	<u>189,848.30</u>	<u>44,188.85</u>	
<b>Investment Income</b>			
Interest	<u>20.72</u>	<u>33.66</u>	
<b>Total Receipts</b>	<u>189,869.02</u>	<u>44,222.51</u>	
<b>Campsite Payments</b>	<b>£</b>		
Camp Fee Expenses	1845.40	1,023.00	Refunds due to Covid Virus
Provider Expenditure	-	1748.65	
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Water Testing	163.92	618.67	
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Buildings	£12783.00	£19176.00	£255673.00	£20755.00	£308387.00
Contents	£ 6392.00	£ 0.00	£ 21733.00	£ 2556.00	£ 30681.00

## **Independent Examiner's report to the trustees of Danemead Scout Campsite**

(Charity number: 1069693)

I report to the trustees on my examination of the accounts of Danemead Scout Campsite for the year ended 31<sup>st</sup> March 2021.

**Responsibilities and basis of report:** As the charity trustees of Danemead Scout Campsite, you are 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 Danemead Scout Campsite 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 giving me cause to believe that in any material respect:

1. the accounting records were not kept in respect of Danemead Scout Campsite as required by section 130 of the Act; or
2. the accounts did not accord with those accounting records.; or
3. the accounts did not comply with the applicable requirements concerning the form and content as set out in the Charities (Accounts & Reports) Regulations 2008.

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.

Signed:



2<sup>nd</sup> September 2021

Name: Richard John Newson A.C.I.B., P.G.C.E.(F.E)

### **Relevant professional qualification or membership of professional bodies**

Associate of the Chartered Institute of Bankers (Fellow - Retired); now the London Institute of Banking & Finance.

Over seven years' experience of 'Internal Branch Audit' with a major London Clearing Bank.

Address: 12 Hillview Road Orpington Kent BR6 0SF