

Report of the Trustees and
Receipts and Payments Accounts
for the Year Ended 31 March 2021
for
Colchester Estuary District Scouts



Colchester Estuary District Scouts - Year Ended 31 March 2021

The trustees present their report with the financial statement of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number: 1106451

8 New Captains Road, West Mersea, COLCHESTER CO5 8QP
07852 930289 – jane.richardson@essexscouts.org.uk

District Executive Members / Trustees (T)

Hywel Edwards (T)	Chairman
Victoria Welham (T)	Treasurer
John Williams (T)	Secretary [resigned wef 7 April 2020]
Tim Norman (T)	Minutes Secretary [15 April – 27 August 2020]
Ann Williams (T)	Executive Member - Treasurer (Bunting Rooms) [resigned wef 7 April 2020]
Tony Jay (T)	Executive Member
Philip Willenbrock (T)	Executive Member [resigned wef 15 February 2021]
Gary Smith (T)	Executive Member [resigned wef 2 November 2020]
Alex Cowie (T)	Executive Member
Jane Richardson (T)	District Commissioner
Steve Birkin (T)	Deputy District Commissioner
Ben Hart	District Explorer Scout Commissioner / DDC
Paula Deighton (T)	Executive Member
Colin Roxby	Co-Opted Bunting Room Representative
Jacqui Victory	Advisory to DEC : AAC Chair

Independent Examiner

Steve Reynolds, B.A., F.C.A.
Clifford C Palmer & Company – Chartered Accountants & Registered Auditors
61-67 Rectory Road, Wivenhoe, COLCHESTER CO7 9ES

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Scout District's governing documents are those of the Scout Association. They consist of a Royal Charter, which in turn gives authority to the bye laws of the Association and the Policy, Organisation and Rules (POR) of the Scout Association. The Scout District is a trust established under its rules, which are common to all Scouts.

Recruitment and appointment of new trustees

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The Trustees are appointed in accordance with the aforementioned POR of the Scout Association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational Structure

The Scouting District is managed by the District Executive Committee, the members of which are the 'Charity Trustees' of the Scout District, which is an educational charity. As charity trustees they are responsible for complying with legislation applicable to charities. This includes the group and member registration, keeping proper accounts and making the appropriate returns to the Charity Commissioner.

The committee consists of three independent representatives: Chair, Treasurer and Secretary together with former Scouters, lay members representing Group Executives, the District Explorer Commissioner and generally meets every three months or as may be determined.

The District Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of District property;
- The raising of funds and the administration of District Finance;
- The insurance of persons, property and equipment;
- District public occasions;
- Assisting the recruitment of leaders and other adult support;
- Appointing any sub-committee that may be required;
- Appointing District Administrators and advisers other than those who are elected.

Risk Management

The trustees have a duty to identify and review the potential risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The District has in place several internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments and comprehensive insurance policies to ensure insurable risks are covered.

Cover for injury to leaders, helpers, supporters and members is supplied by the Scout Association's national insurance policy from the membership fee contributions. Risk assessments are a continuous ongoing function undertaken before commencement of all activities.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The objectives of the District are as a unit of the Scout Association.

The aim of the Scout Association is to promote the development of the young people in achieving their full physical, intellectual, social and spiritual potentials, as individuals, as responsible citizens and as members of their local, national and international communities. The method of achieving the Aim of the Association

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is by providing an enjoyable and attractive scheme of progressive training based on the Scout Promise and Law guided by adult leadership.

Public Benefit

The Trustees have due regard to public benefit during their meetings. The District meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Volunteers

A very major contribution is made by volunteers. The Trustees are very appreciative of the many hours that they have spent listening to and encouraging young members and passing on their experiences to others. Without this valued contribution of time, energy and expertise the District would not have been able to achieve so much.

ACHIEVEMENT AND PERFORMANCE

Charitable Activities

The Trustees Report is a brief summary of the past year of Scouting activity in Colchester Estuary District, providing an insight into some of the factors that have influenced day-to-day operation.

The District are fortunate to count many longstanding members of the Colchester Scouting family as members of the Executive and their contributions to the running of the District should not be underestimated. The District covers a significant geographical area and this brings both challenges and opportunities. There are groups based in the heart of Colchester town centre and in a sweeping arc over to the coast at Brightlingsea, Wivenhoe and Mersea Island. Our Royal Navy and Royal AirForce aligned groups show their pride in the men and women who have given their lives for our way of life, especially relevant this year when Remembrance Day services were curtailed.

In the heart of the town stands the Bunting Rooms, a District asset transferred from the Bunting Trust, to act as a base for Scouting in the centre of town.

Comments in the last report ended with, "Scouting activity at the end of the year was affected by the developing global pandemic of Covid-19, and all activity ceased as the country went into lockdown". This was an understatement as 2020/21 may well be referred to as the COVID Year. The first Executive meeting took place early in April, three weeks into lockdown. Comments made then are still applicable today – young people are the future, and Scouting is at the heart of that future. Meetings of Groups continued online for much of the year and we should not forget the resilience of young people and their support of each other.

Approval of Risk Assessments became a weekly occurrence and particular thanks are due to the small band who ensured that activities could take place safely across the District as controls were flexed through the first two major waves of

Colchester Estuary District Scouts - Year Ended 31 March 2021

the Pandemic. Financially, funding was available for Groups impacted with premises costs etc and some Groups funded significant building improvements during the year.

The Scouting family grew nationally, and Estuary started a couple of Squirrel Dreys to great success. Overall numbers dropped by 36% with the lack of face to face activity, but thankfully activities did restart throughout the District when controls allowed, and some Groups saw an uptick in membership along with this.

The AGM for 2019/2020 was held online via Zoom on 13th July 2021, during which a challenge to improve our standing with Training was set by the County Commissioner and thanks to the sterling efforts of Nigel Ballard the District can report significant improvement in this area and regular reporting now in place is reviewed to ensure we keep on track.

The last report noted that cracks had been found in a retaining wall at Mersea Field as the year ended. Lexden Contracts were employed to carry out significant reconstruction works, including new water piping to all premises on the field. These works were funded by the District, partly by a loan to Field Groups being repaid over four years. The filming of "The Essex Serpent" locally was supported by the Field, providing space for the film crews and vehicles - this secured significant funding to the Field. Work was also started on the Flood Alleviation Scheme, which should also secure additional funding for use of the car park to support installation works.

This year saw the passing of two members of the District Executive Committee - one past, Michelle Maguire, a previous Treasurer, who left the church with a Guard of Honour following her funeral; and one current, Tim Norman who was sadly called home on 27th August 2020. Tim's contribution to Scouting in Colchester was remembered with many lining the route to the Crematorium for his funeral.

FINANCIAL REVIEW

The District notes that the Bunting Rooms 'reserves' are held in the COIF accounts; and on-going funding for the Mersea Field with a view to creating 'reserves' will be reviewed in the future following the spending of the remainder of the Hugh Markham legacy in 2020/2021 to fund Retaining Wall repairs.

All the District Groups are required, per the Charity Commission, to submit a copy of their signed off year end accounts to the District Treasurer for examination.

The District continues to retain a 50% beneficial interest in the joint assets of Colchester Scouting covering the Thorington Scout Camp, the Colchester Scout Band and the Colchester Gang Show.

The District Executive continues to monitor the levels of bank balances and the interest rates to ensure that the District secures maximum value and income from its banking arrangements.

The District current accounts have changed from the Royal Bank of Scotland (RBS) to MetroBank because RBS were unable to provide online banking.

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OTHER INFORMATION

The Scout District is subject to continuous review, both internally and externally, to ensure that the optimum standards are maintained and implemented as may be dictated by either the Scout Association or District policy.

Colchester Estuary District Scouts - Year Ended 31 March 2021

<u>Colchester Estuary District Scout Council</u>		
<u>INCOME FOR THE PERIOD ENDED 31 MARCH 2021</u>	<u>2020/21</u>	<u>2019/20</u>
	<u>Total for Year</u>	<u>Total for Year</u>
<u>Sectional Activities:</u>		
Beaver Scouts		£1,965.00
Cub Scouts	£280.90	£24.00
Scouts		
District	£526.78	£859.00
Explorer Scouts	£2,184.02	£19,903.71
Scout Trust Fund - Hugh Markham Account		£166.58
Mersea Field	£19,112.60	£505.00
Scout Active Support	£173.73	£473.96
Bunting Rooms	£24,517.58	£8,334.20
Total	£46,795.61	£32,231.45
<u>Membership</u>		
Fees	£26,190.00	£38,304.00
Total	£26,190.00	£38,304.00
<u>OTHER</u>		
ALL Income		
Gift Aid	£467.02	£496.06
Donations - Tony Pope Legacy (held on behalf of 1st Colchester)	£158.52	£202,964.89
Interest COIF Account	£12,860.92	£14,296.53
JOTT		
Car Parking		
Mini Jam		
Training Income		
Misc.		
Bank	£514.20	
Pats and Pinpricks		
	£14,000.66	£217,757.48
<u>TOTAL RECEIPTS FOR THE PERIOD</u>	<u>£86,986.27</u>	<u>£288,292.93</u>

Colchester Estuary District Scouts - Year Ended 31 March 2021

PAYMENTS FOR THE PERIOD ENDED 31 MARCH 2021

	2020/21	2019/20
	<u>Total for Year</u>	<u>Total for Year</u>
<u>Sectional Activities</u>		
Beaver Scouts		£1,020.30
Cub Scouts		£400.00
Scouts		
District	£100.00	£345.00
Explorer Scouts	£1,245.64	£17,794.10
Mersea Field	£17,683.32	£3,518.18
Scout Active Support	£295.72	£492.51
Bunting Rooms	£16,171.10	£5,101.02
Essex Scouts		
Total	<u>£35,495.78</u>	<u>£28,671.11</u>
<u>Membership</u>		
Fees	£24,141.00	£30,160.00
Total	<u>£24,141.00</u>	<u>£30,160.00</u>
<u>Other</u>		
Gift Aid	£467.02	£496.06
JOTT		
Donations		£246.00
Mersea Field		
St Georges Day		
Bank Charges		
Bank Transfers	£3,442.20	
Scout Trust Fund - Hugh Markham Account		
Mini Jam		
WS Jamboree		
Motion Picture Licence	£322.38	£313.00
Pats and Pinpricks		
Misc.		
Training		
Expenses		£569.79
Total	<u>£4,231.60</u>	<u>£1,624.85</u>
<u>TOTAL PAYMENTS FOR THE PERIOD</u>	<u>£63,868.38</u>	<u>£60,455.96</u>

RECONCILIATION FOR THE PERIOD ENDED 31 March 2021

	2020/21	2019/20
Add Total Receipts for the Period	£86,986.27	£288,292.93
Less Total Payments for the Period	£63,868.38	£60,455.96
Profit / Loss:	<u>£23,117.89</u>	<u>£227,836.97</u>

Colchester Estuary District Scouts - Year Ended 31 March 2021

Holdings as at 31st March 2021

	2020/21	2019/20
<u>Fixed Assets</u>		
Thorrington Camp 50%	£525,000.00	£525,000.00
Mersea Field Estimated Value	£15,000.00	£15,000.00
Scout Band 50%	£25,000.00	£25,000.00
Gang Show 50%	£1,500.00	£1,500.00
Bunting Rooms Estimated Value	£475,000.00	£475,000.00
Total	£1,041,500.00	£1,041,500.00
<u>Current Assets</u>		
RBS No 1 Account	£515.00	£515.00
MetroBank CEDS Current Account 30147928	£13,775.23	£14,268.93
MetroBank CEDS Bunting Account 30147944	£29,811.51	£21,465.03
MetroBank CEDS Mersea Field Account 30147952	£1,928.73	£499.45
Tony Pope Legacy Account 30147962	£203,123.41	£202,964.89
RBS No2 Account (Bunting Rooms)		
COIF Charities Investment Fund (value @ 31/03/21)	£132,060.57	£119,199.65
The Scout Association Investment Account	£2,928.39	£2,928.39
ESU Balances	£7,683.08	£6,744.70
SAS	£953.16	£1,075.15
Total	£392,779.08	£369,661.19
	£23,117.89	
Cash Funds Summary		
Current accounts	£54,666.71	£44,419.13
Deposit accounts	£338,112.37	£325,092.93
	£392,779.08	£369,512.06
<u>ESU Balances</u>		
Amalgamation	£1,196.28	£1,196.28
Endeavour	£579.13	£149.13
Evolution	£305.14	£305.14
Meridian	£788.57	£788.57
Pegasus	£552.97	£552.97
Pioneer	£714.00	£714.00
Strood	£1,223.78	£1,223.78
Tsunami	£1,964.37	£1,455.99
Wivenhoe	£358.84	£358.84
Young Leaders		
Total	£7,683.08	£6,744.70

Colchester Estuary District Scouts - Year Ended 31 March 2021

Other Interests

The charity has a 50% beneficial interest in the joint assets of Colchester Estuary / Colchester North Scouts Districts.

The two Districts oversees the running of the activities below but the figures are not incorporated into these Accounts.

Colchester Estuary District Scouts and Colchester North District Scouts are each responsible for half of any liabilities that may arise from the management of these activities.

	<u>Surplus/ (Deficit) for the year</u>	<u>Reserves at end of the year</u>
Thorrington Scout Camp for the year ended 31 March 2021		
Colchester Scout Band for the year ended 31 March 2021		
Colchester Gang Show for the year ended 31 March 2021	-£1,221.62	£4,483.11

Colchester Estuary District Scouts - Year Ended 31 March 2021

CLIFFORD C PALMER & CO

CHARTERED ACCOUNTANTS & REGISTERED AUDITORS

61 - 67 RECTORY ROAD, WIVENHOE, COLCHESTER, ESSEX, CO7 9ES

Phone: (+44) 01206 - 827770 Fax: 01206 - 827771 E-mail: office@cliffordpalmer.co.uk Website: clifford-palmer.co.uk

Steve Reynolds B.A. F.C.A.

Consultant - Colin J Pilgrim F.C.A.

Your Ref

Our Ref SR/SLR

Date 18 October 2021

October 2021 - Annual Accounts Colchester Estuary District Scouts.

To the Executive Committee of Colchester District Scout Council.

We have reviewed the 2020/21 transactions that form the basis of the annual accounts for the year ended 31 March 2021 and we confirm that they are a true reflection of the activities performed throughout the year.

Yours sincerely

Clifford C Palmer & Co



CLIFFORD C PALMER & CO.LTD

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