

Report of the Trustees and  
Receipts and Payments Accounts  
for the Year Ended 31 March 2022  
for  
**Colchester Estuary District Scouts**



## **Colchester Estuary District Scouts - Year Ended 31 March 2022**

The trustees present their report with the financial statement of the charity for the year ended 31 March 2022. 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](mailto:jane.richardson@essexscouts.org.uk)

### **District Executive Members / Trustees (T)**

Hywel Edwards (T)	Chairman
Victoria Welham (T)	Treasurer [resigned role wef 18 May 2021]
Joanne Hearn (T)	Treasurer [wef 18 May 2021]
VACANT	Secretary
Tony Jay (T)	Executive Member
Alex Cowie (T)	Executive Member
Paula Deighton (T)	Executive Member [resigned wef 9 Apr 21]
Jane Richardson (T)	District Commissioner
Steve Birkin (T)	Deputy District Commissioner
Ben Hart	District Explorer Scout Commissioner / DDC
Colin Roxby	Co-Opted Bunting Room Rep [resigned wef 13 Sep 21]
Matt Lott	Co-Opted Bunting Room Rep [wef 13 Sep 21]
Jacqui Victory	Advisory to DEC : AAC Chair [resigned wef 30 Sep 21]

### **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**

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

Registered Charity Number : 1106451

## **Colchester Estuary District Scouts - Year Ended 31 March 2022**

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 for a Garrison town.

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.

2021/2022 was a traffic light year with regard to COVID and we saw the move from Amber, through Yellow and onto Green in September 2021, before a return to controls over Christmas and return to Green in January 2022. We now live with COVID and we are aware that there can still be disruption from time to time. Zoom (as used for this meeting) is now a tool that can be called upon to bring our disparate community together when required.

Risk Assessments continued to be required and we also found pressure to ensure all adults completed mandatory training and efforts across the District have to be commended; the District team in particular have to offer thanks to Nigel Ballard for his excellent reporting.

## **Colchester Estuary District Scouts - Year Ended 31 March 2022**

2021/2022 also saw two AGMs in one year due to COVID delays; but the time away from face-to-face meetings allowed work to start on redrafting Terms of Reference and Financial Policies across those areas the District are responsible for.

The end of September had seen the start up of two Squirrel Dreys; but with some reflection the 34<sup>th</sup> Colchester was formally closed – the hut continues as a District asset and its funds will be held separately for two years pending any restart activity.

A very successful face-to-face GSL Day was held early in October and the need for compliance, be it with our training or the safety of our buildings was a strong focus of the day.

Proposed attendance at various World Scout Jamboree events is the highest seen by the District with 15 young people attending across three events – a contribution to all from District funds has been agreed.

Activity commenced during the year to work with the 1<sup>st</sup> Colchester to ensure they have an Executive in place appropriately to allow the transfer of the Tony Pope Legacy to the Group for use on Headquarter purchases.

Although most Groups restarted as COVID restrictions eased the 5<sup>th</sup> Colchester leadership team decided that the Group should close – activity was in hand at the end of the year to explore ways in which a Group could be restarted in the area.

The year ended with meetings to ensure appropriate stewarding for St George's Day – it almost feels like a return to Colchester Scouting proper!

### **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.

For the first time in many years the District Accounts presented contain a complete submission from Explorer Units in the District.

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.

**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 2022

<b><u>Colchester Estuary District Scout Council</u></b>		
<b><u>INCOME FOR THE PERIOD ENDED 31 MARCH 2022</u></b>	<b><u>2021/22</u></b> <b><u>Total for</u></b> <b><u>Year</u></b>	<b><u>2020/21</u></b> <b><u>Total for</u></b> <b><u>Year</u></b>
<b><u>Sectional Activities:</u></b>		
Beaver Scouts		
Cub Scouts		£280.90
Scouts		
District		
Explorer Scouts	£21,819.70	£2,184.02
Scout Trust Fund		
		£19,112.60
Mersea Field	£7,267.74	
Scout Active Support	£37.50	£173.73
34th Colchester income	£39,036.94	
		£24,517.58
Bunting Rooms	£18,393.78	
		<b>£46,268.83</b>
<b>Total</b>	<b>£86,555.66</b>	
<b><u>Membership</u></b>		
Fees	£37,416.00	£26,190.00
		<b>£26,190.00</b>
<b>Total</b>	<b>£37,416.00</b>	
<b><u>OTHER</u></b>		
ALL Income		
Gift Aid	£260.33	£467.02
Interest - Tony Pope Legacy (held on behalf of 1st Colchester)	£49.73	£158.52
Donations - much loved	£95.76	£526.78
		£12,860.92
Interest COIF Account		
International trips	£3,830.00	
Misc.	£86.90	
Bank	£18.97	£514.20
Pats and Pinpricks		
		<b>£14,527.44</b>
	<b>£4,341.69</b>	
	<b>£128,313.35</b>	<b>£86,986.27</b>
<b><u>TOTAL RECEIPTS FOR THE PERIOD</u></b>		

# Colchester Estuary District Scouts - Year Ended 31 March 2022

<b><u>PAYMENTS FOR THE PERIOD ENDED 31 MARCH 2022</u></b>		
	<b>2021/22</b>	<b>2020/21</b>
	<b><u>Total for Year</u></b>	<b><u>Total for Year</u></b>
<b><u>Sectional Activities</u></b>		
Beaver Scouts		
Cub Scouts		
Scouts		
District		£100.00
Explorer Scouts	£20,225.74	£1,245.64
Mersea Field	£6,746.16	£17,683.32
Mersea Field contribution	£800.00	
Scout Active Support	£358.27	£295.72
Bunting Rooms	£2,701.05	£16,171.10
Essex Scouts	£175.00	
34th expenses	£24,068.47	
<b>Total</b>	<b>£55,074.69</b>	<b>£35,495.78</b>
<b><u>Membership</u></b>		
Fees	£28,687.50	£24,141.00
<b>Total</b>	<b>£28,687.50</b>	<b>£24,141.00</b>
<b><u>Other</u></b>		
Gift Aid	£260.33	£467.02
Donations	£622.54	
St Georges Day		
Bank Charges		
Bank Transfers		£3,442.20
Scout Trust Fund		
WS Jamboree	£50.00	
International trips	£3,600.00	
WS Jamboree contribution	£3,420.00	
Motion Picture Licence	£332.05	£322.38
Misc.		
Training		
Expenses	£866.50	
<b>Total</b>	<b>£9,151.42</b>	<b>£4,231.60</b>
<b><u>TOTAL PAYMENTS FOR THE PERIOD</u></b>	<b><u>£92,913.61</u></b>	<b><u>£63,868.38</u></b>
<b><u>RECONCILIATION FOR THE PERIOD ENDED 31 March 2022</u></b>		
	<b>2021/22</b>	<b>2020/21</b>
Add Total Receipts for the Period	<b>£128,313.35</b>	<b>£86,986.27</b>
Less Total Payments for the Period	<b>£92,913.61</b>	<b>£63,868.38</b>



## Colchester Estuary District Scouts - Year Ended 31 March 2022

Surplus / (Defecit):	<u>£35,399.74</u>	<u>£23,117.89</u>
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# Colchester Estuary District Scouts - Year Ended 31 March 2022

Holdings as at 31st March 2022		2021/22	2020/21
<b><u>Fixed Assets</u></b>			
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
<b>Total</b>		<b>£1,041,500.00</b>	<b>£1,041,500.00</b>
<b><u>Current Assets</u></b>			
RBS No 1 Account		£3,779.00	£515.00
MetroBank CEDS Current Account 30147928		£13,156.30	£13,775.23
MetroBank CEDS Bunting Account 30147944		£45,504.24	£29,811.51
MetroBank CEDS Mersea Field Account 30147952		£2,450.31	£1,928.73
Tony Pope Legacy Account 30147962		£203,173.14	£203,123.41
MetroBank CEDS Current Account 30147936 - International trips		£230.00	
RBS No2 Account (Bunting Rooms)			
COIF Charities Investment Fund		£132,060.57	£132,060.57
The Scout Association Investment Account		£2,947.36	£2,928.39
ESU Balances		£9,277.04	£7,683.08
SAS		£632.39	£953.16
34th Colchester barclays investment account		£6,508.18	
34th Colchester current account		£8,460.29	
<b>Total</b>		<b>£428,178.82</b>	<b>£392,779.08</b>
<b><u>Cash Funds Summary</u></b>			
Current accounts		£83,489.57	£54,666.71
Deposit accounts		£344,689.25	£338,112.37
		<b>£428,178.82</b>	<b>£392,779.08</b>
<b><u>ESU Balances</u></b>			
Amalgamation		£563.97	£1,196.28
Endeavour		£1,064.67	£579.13
Evolution		£1,984.34	£305.14
Meridian		£305.92	£788.57
Pegasus		£1,028.31	£552.97
Pioneer		£71.30	£714.00
Strood		£855.37	£1,223.78
Tsunami		£1,898.45	£1,964.37
Wivenhoe		£1,504.71	£358.84
Young Leaders			
<b>Total</b>		<b>£9,277.04</b>	<b>£7,683.08</b>

## Colchester Estuary District Scouts - Year Ended 31 March 2022

### **Other Interests**

The charity has a 50% beneficial interest in the joint assets formerly managed by the Colchester Scouts Liaison Committee. The two Districts (Colchester Estuary and Colchester North) through the offices of the two District Chairmen and District Commissioners oversee 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.

	<b><u>Surplus/ (Deficit) for the year</u></b>	<b><u>Reserves at end of the year</u></b>
Thorrington Scout Camp for the year ended 31 March 2022	£1,264.73	£99,393.11
Colchester Scout Band for the year ended 31 March 2019		
Colchester Gang Show for the year ended 31 March 2022	-£76.00	£4,407.11

Treasurer's Comments:

### **Sectional activities**

Due to the covid pandemic in 2020/21 and the subsequent recovery from restrictions in 2021/22, ADCs have been focussing on supporting the groups as opposed to organising Squirrel / Beaver / Cub or Scout activities and as such there has been reduced income and expenses from sectional activities in the current and preceding year. This will likely change in the 2022/23 year.

**Explorer accounts**      Surplus of £1,593.96 (2020/21 surplus £938.38)

Explorer balances have increased in the current year due to some accounts not being received in time for the prior year accounts and hence two years' worth of accounts falling into this year for the district. As the restrictions have lifted during the current year this has increased income and also the number of activities undertaken by the groups resulting in increases in both income and expenses for the current year.

**Mersea Field**      Surplus of £521.58 (2020/21 surplus £1,429.28)

Car Park Income of £4,250 received by the Mersea Field in the year has been used to reduce the repayments due for the wall repairs. The reduction in surplus in the current year is due to not all ongoing contributions being received prior to 31.03.2022. Expenses in the year have been mainly repairs and utilities.

## **Colchester Estuary District Scouts - Year Ended 31 March 2022**

### **34th Colchester** Surplus of £14,968.47

The 34th Colchester has become a District asset in the year and as such the total account balances have been included in the year to 31.03.2022. These balances include the brought forward cash amounts at 01.04.2021 which have had to be included in the current year accounts.

### **The Bunting Rooms** Surplus of £15,692.73 (2020/21 surplus £8,346.48)

The Bunting rooms have seen income from wall repayments of £6,255.27, Covid grants of £10,667 and interest of £1,471.51 in the year. Expenses have included the following:

Utilities	439.77
Repairs	196.50
Rates	198.90
Water	228.16
Insurance	797.72
Cleaning	840.00
TOTAL	2,701.05

### **Census 2022**

In the Census this year we reported 765 Young People across the District Groups - this is an increase of 24% over last year's census, or 146 young people.

Invoices have been raised to all the Groups and District Explorers totalling £36,720, the total in the accounts includes payments for the 2020/21 census that were received after the 31.03.2021.

The District paid £28,687.50 over to County - thus our income available for next year is £8,032.50.

The District has already utilised some of this surplus to provide a 10% contribution towards the cost of the international trips for the 15 young people attending, as noted in the fundraising section below.

### **Donations**

A further £95.76 has been received from Much Loved in the year. The combined total of the 2021/22 receipt and the £526.78 received in 2020/21 were transferred to Thorrington.

### **WSJ Receipts and Payments**

The District fundraising account has been used to collect the payments on behalf of the young people attending the WSJ and the USA trip.

The District has contributed 10% of the total cost to all 15 young people attending the trips to Korea, Jersey and the USA. The WSJ contributions were made in the year 2021/22 with the other two trips to follow in 2022/23.

Registered Charity Number : 1106451

# Colchester Estuary District Scouts - Year Ended 31 March 2022

## CLIFFORD C PALMER & CO

CHARTERED ACCOUNTANTS & REGISTERED AUDITORS

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

Consultant - Colin J Pilgrim F.C.A.

Your Ref

Our Ref SR/SLR

Date 10 August 2022

August 2022 - Annual Accounts Colchester Estuary District Scouts.

To the Executive Committee of Colchester District Scout Council.

We have reviewed the 2021/22 transactions that form the basis of the annual accounts for the year ended 31 March 2022 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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Registered No: 10686728 VAT Registration No:102006647