

Report of the Trustees and  
Receipts and Payments Accounts  
for the Year Ended 31 March 2023  
for  
**Colchester Estuary District Scouts**



## **Colchester Estuary District Scouts - Year Ended 31 March 2023**

The trustees present their report with the financial statement of the charity for the year ended 31 March 2023. 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

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

Hywel Edwards (T)	Chairman
Joanne Hearn (T)	Treasurer
VACANT	Secretary
Tony Jay (T)	Executive Member
Alex Cowie (T)	Executive Member
Paula Deighton (T)	Executive Member
Jenny Jay (T)	Executive Member [wef 22 <sup>nd</sup> August 2022]
Victoria Welham (T)	Executive Member [resigned wef 26 <sup>th</sup>
September 2022]	
Colin Batchelor (T)	District Commissioner [wef 13 <sup>th</sup> February 2023]
Jane Richardson (T)	District Commissioner / Executive Member
Steve Birkin (T)	Deputy District Commissioner / Acting DC
(till 13/02/23)	
Ben Hart	District Explorer Scout Commissioner / DDC
Matt Lott	Co-Opted Bunting Room Rep
Adam Woodhouse	Co-Opted Advisory to DEC (Chair of AAC)
Chris Jay	Co-Opted Thorrington Representative [wef 20 <sup>th</sup>
Feb 2023]	
Steve Hatherley	Co-Opted Mersea Field Representative
[wef 20 <sup>th</sup> Mar 2023]	
Spencer Greyststrong	Co-Opted 34 <sup>th</sup> Building Representative
[wef 20 <sup>th</sup> Mar 2023]	

#### **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. The District's constitution aligns with the sample constitution included and maintained in POR.

Registered Charity Number : 1106451

**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 month 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 2023**

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 city 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 city.

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

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. Challenges remain with training in some areas and the suspension of members and administrative challenges in retaining their membership.

Activity continued during the year to work with the 1<sup>st</sup> Colchester to ensure they had an Executive in place appropriately to allow the transfer of the Tony Pope Legacy to the Group for use on Headquarter purchases. Due to delays in this area and the District's acknowledgement of the contribution of the 1<sup>st</sup> Colchester to the Bunting Rooms the District paid the deposit for the new building to secure

## **Colchester Estuary District Scouts - Year Ended 31 March 2023**

the purchase on behalf of the Group. The monies of the Tony Pope legacy and interest earned were passed to the 1<sup>st</sup> Colchester by year end.

Scouting Agreements were agreed for users of Mersea Field, including Adventures Offshore, with particular thanks to Paula Deighton's pragmatic support.

A successful GSL meeting was held in September.

In September the 5<sup>th</sup> Colchester restarted as an Air Scout Group with Beaver, Cub and Scout sections.

A Beaver Sleepover was held in September with 47 attendees. A number of District Activities have been planned for 2023/2024.

Capitation was set at £50, and is hoped this will be held at this level for two years – a Hardship Fund has also been created.

Transformation started, and was delayed for the District when we held off on early-adopter status.

Shared asset representatives have started to attend DEC meetings and their contributions have been invaluable. The Scout Band closed during the later stages of the year and the closure activities are ongoing with North District.

St George's Day planning was well advanced at year end, with Estuary taking the lead. (Note we overlooked the weather, apologies!)

The 34<sup>th</sup> funds, following closure will be reverting to the District from January 2024 if not restarted.

On the 21<sup>st</sup> March 2023 the Bunting Rooms were closed pending completion of Gas Safety and Fire Risk Assessment activities and recommendations.

### **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 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.

### **OTHER INFORMATION**

Registered Charity Number : 1106451

Page 6

## **Colchester Estuary District Scouts - Year Ended 31 March 2023**

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 2023

<u>Colchester Estuary District Scout Council</u>		
<u>INCOME FOR THE PERIOD ENDED 31 MARCH 2023</u>	<b>2022/23</b>	<b>2021/22</b>
	Total for Year	Total for Year
<b>Sectional Activities:</b>		
Beaver Scouts	£240.00	
Cub Scouts	£483.50	
Scouts District		
Explorer Scouts	£19,646.81	£21,819.70
Scout Trust Fund - Hugh Markham Account		
Mersea Field	£7,963.67	£7,267.74
Scout Active Support	£67.00	£37.50
34th Colchester income	£4,156.88	£39,036.94
Bunting Rooms	£4,857.53	£18,393.78
<b>Total</b>	<b>£37,415.39</b>	<b>£86,555.66</b>
<b>Membership</b>		
Fees	£39,951.00	£37,416.00
<b>Total</b>	<b>£39,951.00</b>	<b>£37,416.00</b>
<b>OTHER</b>		
ALL Income		
Gift Aid	£371.05	£260.33
Interest - Tony Pope Legacy (held on behalf of 1st Colchester)	£53.95	£49.73
Donations - much loved		£95.76
Interest - international trips account	£1.06	
International trips		£3,830.00
Misc.		£86.90
Bank		£18.97
Pats and Pinpricks		
	<b>£426.06</b>	<b>£4,341.69</b>
<u>TOTAL RECEIPTS FOR THE PERIOD</u>	<u>£77,792.45</u>	<u>£128,313.35</u>



## Colchester Estuary District Scouts - Year Ended 31 March 2023

	2022/23	2021/22
<b><u>PAYMENTS FOR THE PERIOD ENDED 31 MARCH 2023</u></b>	<b><u>Total for Year</u></b>	<b><u>Total for Year</u></b>
<b><u>Sectional Activities</u></b>		
Beaver Scouts	£868.01	
Cub Scouts	£1,900.00	
Squirrels	£80.00	
District		
Explorer Scouts	£21,347.46	£20,225.74
Mersea Field	£4,075.42	£6,746.16
Mersea Field contribution	£400.00	£800.00
Scout Active Support	£528.40	£358.27
Bunting Rooms	£22,246.90	£2,701.05
Essex Scouts		£175.00
34th expenses	£4,656.07	£24,068.47
<b>Total</b>	<b>£56,102.26</b>	<b>£55,074.69</b>
<b><u>Membership</u></b>		
Fees	£30,453.50	£28,687.50
<b>Total</b>	<b>£30,453.50</b>	<b>£28,687.50</b>
<b><u>Other</u></b>		
Gift Aid	£371.05	£260.33
Donations		£622.54
St Georges Day	£2,222.20	
Bank Charges		
Bank Transfers - Tony Pope account to 1st Colchester	£203,227.09	
Scout Trust Fund - Hugh Markham Account		
WS Jamboree		£50.00
International trips	£980.00	£3,600.00
WS Jamboree contribution		£3,420.00
Motion Picture Licence	£385.15	£332.05
Room hire	£130.00	
Training		
Expenses	£753.52	£866.50
<b>Total</b>	<b>£208,069.01</b>	<b>£9,151.42</b>
<b><u>TOTAL PAYMENTS FOR THE PERIOD</u></b>	<b><u>£294,624.77</u></b>	<b><u>£92,913.61</u></b>
<b><u>RECONCILIATION FOR THE PERIOD ENDED 31 March 2023</u></b>	<b><u>2022/23</u></b>	<b><u>2021/22</u></b>
Add Total Receipts for the Period	<b>£77,792.45</b>	<b>£128,313.35</b>
Less Total Payments for the Period	<b>£294,624.77</b>	<b>£92,913.61</b>
<b>Surplus / (Defecit):</b>	<b>-£216,832.32</b>	<b>£35,399.74</b>

## Colchester Estuary District Scouts - Year Ended 31 March 2023

Holdings as at 31st March 2023		
	<b>2022/23</b>	<b>2021/22</b>
<b>Fixed Assets</b>		
Thorrington Camp 50%	£525,000.00	£525,000.00
Mersea Field Estimated Value	£15,000.00	£15,000.00
Scout Band 50%	£4,382.72	£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>£1,020,882.72</b>	<b>£1,041,500.00</b>
<b>Current Assets</b>		
RBS No 1 Account	£3,779.00	£3,779.00
MetroBank CEDS Current Account 30147928	£15,888.42	£13,156.30
MetroBank CEDS Bunting Account 30147944	£28,114.87	£45,504.24
MetroBank CEDS Mersea Field Account 30147952	£6,338.56	£2,450.31
Tony Pope Legacy Account 30147962		£203,173.14
MetroBank CEDS Current Account 30147936 - International trips	£1.06	£230.00
RBS No2 Account (Bunting Rooms)		
COIF Charities Investment Fund	£132,060.57	£132,060.57
The Scout Association Investment Account (Hugh Markham)	£2,947.36	£2,947.36
ESU Balances	£7,576.39	£9,277.04
SAS	£170.99	£632.39
34th Colchester barclays investment account	£11,525.06	£6,508.18
34th Colchester current account	£2,944.22	£8,460.29
<b>Total</b>	<b>£211,346.50</b>	<b>£428,178.82</b>
	<b>-£216,832.32</b>	
<b>Cash Funds Summary</b>		
Current accounts	£64,813.51	£83,489.57
Deposit accounts	£146,532.99	£344,689.25
	<b>£211,346.50</b>	<b>£428,178.82</b>
<b>ESU Balances</b>		
Amalgamation	£455.33	£563.97
Endeavour	£244.39	£1,064.67
Evolution	£1,187.72	£1,984.34
Meridian	£438.83	£305.92
Pegasus	£904.60	£1,028.31
Pioneer	£282.62	£71.30
Strood	£855.37	£855.37
Tsunami	£1,993.09	£1,898.45
Wivenhoe	£1,214.44	£1,504.71
Young Leaders		
<b>Total</b>	<b>£7,576.39</b>	<b>£9,277.04</b>

## Colchester Estuary District Scouts - Year Ended 31 March 2023

### **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**

Squirrel, Beaver and Cub activities started to pick up again in the year to March 2023 with the Squirrels Teddy Bear picnic, the Beavers sleepover at Thorrington and the Cubs trip to Duxford. Further deposits have been paid towards Beavers activities at Skreens Park and more activities have been planned for the year to 31.03.24.

**Explorer accounts**                      Deficit of £1,700.65 (2021/22 surplus £1,593.96)

Following the covid restrictions being lifted during the preceding 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 £3,888.25 (2021/22 surplus £521.58)

Contributions have been made to the running costs of the field in the year from all groups and the district, wall contributions have also been repaid to the district. Expenses in the year have been mainly repairs and utilities.

**34th Colchester**                                      Deficit of £499.19 (2021/22 surplus: £14,968.47)

The 34th Colchester became a district asset in the prior year and as such the total account balances were included in the year to 31.03.2022. The balances

Registered Charity Number : 1106451

Page 11

## **Colchester Estuary District Scouts - Year Ended 31 March 2023**

this year relate to the running costs of the 34th for the year to 31.03.23.

**The Bunting Rooms**      Deficit of £17,389.37 (2021/22 surplus £15,692.73)

The Bunting rooms have seen income from wall repayments of £3,356.54 and interest of £1,500.99 in the year.

Expenses have included the following:

Utilities	1,692.89
Car park income repayment	4,250.00
Rates	394.73
Water	352.19
Insurance	869.40
Cleaning	2,402.40
Donation to the 1st for new premises	11,000.00
Repairs	1,285.29
TOTAL	22,246.90

### **Census 2023**

In the Census this year we reported 792 Young People across the District Groups - this is an increase of 4% over last year's census, or 27 young people.

Invoices have been raised to all the Groups and District Explorers totalling £39,600.

The district paid £30,453.50 over to County, a balance of £5 per young person = £1,584.00 is being held in a hardship fund - thus our income available for next year is £7,562.50.

### **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.

All amounts have been collected and paid across for both trips.

### **Tony Pope Legacy fund**

The balance of this fund, and interest accumulated has been transferred to the 1st Colchester to fund their new building deposit payment.

## Colchester Estuary District Scouts - Year Ended 31 March 2023

### 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](mailto:office@cliffordpalmer.co.uk) Website: [clifford-palmer.co.uk](http://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 30 August 2023

March 2023 - Annual Accounts Colchester Estuary District Scouts.

To the Executive Committee of Colchester District Scout Council.

We have reviewed the 2022/23 transactions that form the basis of the annual accounts for the year ended 31 March 2023 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

Registered office : 61-67 Rectory Road, Wivenhoe Colchester, Essex. CO7 9ES  
Registered No: 10686728 VAT Registration No: 102006647