

**WALESBY FOREST**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

**Wright Vigar Limited**  
**Chartered Accountants**  
**International House**  
**Brunel Drive**  
**Newark**  
**Notts NG24 2EG**

**WALESBY FOREST**  
**YEAR ENDED 31 DECEMBER 2021**

<b>Contents</b>	<b>Page</b>
Legal and administrative information	1
Report of the Trustees	2 - 4
Report of the Chairman	5 - 6
Report of the Chief Executive	7
Report of the Auditor	8 - 10
Statement of Financial Activities	11
Balance Sheet	12
Cash Flow Statement	13
Notes forming part of the Financial Statements	14 - 21

## **WALESBY FOREST**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

#### **FOR THE YEAR ENDED 31 DECEMBER 2021**

<b>Trustees</b>	<b>President</b>	DW Huxley
	<b>Chairman</b>	A Bow
	<b>Deputy Chairman</b>	A Luczko
	<b>Secretary</b>	G Jones
		J Ramsden
		D Wilkinson
		A Luff
		R Pilkington
		Nominated by City of Nottingham District Scout Council
		D Hoskins
		Nominated by City of Nottingham District Scout Council
<b>Chief Executive</b>		G Laurie
<b>Principal Address</b>		Walesby Forest Brake Road Walesby Newark Nottinghamshire NG22 9NG
<b>Bankers</b>		National Westminster Bank Plc 9 Church Street Mansfield Notts NG18 1HP
<b>Solicitors</b>		Knights Solicitors Embankment House Electric Avenue Nottingham NG2 1AS
<b>Auditor</b>		Wright Vigar Limited Chartered Accountants International House Brunel Drive Newark Notts NG24 2EG
<b>Registered Charity Number</b>		1147348

## **WALESBY FOREST**

### **REPORT OF THE TRUSTEES**

The Trustees present their annual report and the audited financial statements of the charity for the year ended 31 December 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

#### **Reference and administrative details**

Administrative details and Trustees can be found within the Legal and Administrative information.

The property is held by City of Nottingham District Scouts on the charity's behalf.

#### **Structure, Governance and Management**

Walesby Forest was founded under a constitution adopted on 2 February 2012 and amended on 3 May 2012. The charity is an unincorporated trust; it registered as a charity on 21 May 2012 under charity number 1147348. Details of the Trustees, principal officers and professional advisors are given in the Legal and Administration information.

The CEO has day to day managerial responsibility for the site both operationally and financially, together with the chairman he has strategic accountability and has delegated authority to appropriate limits.

Employees cannot authorise their own expenses or petty cash floats, these must be approved by either a line manager or an authorised person.

Changes to credit cards, including limits must be authorised by the chairman.

Arms length transactions including payments made to known associates, friends or family must be authorised by the CEO or chairman.

#### **Appointment of Trustees, induction and training**

The appointment of Trustees is set out in the constitution. They are briefed on all aspects of the charity by the Chairman and where applicable other Trustees prior to appointment.

#### **Organisational structure**

The Trustees are volunteers with appropriate skills who along with the Chief Executive, Secretary and Trustees from the City of Nottingham District Scout Council make up the management committee who meet quarterly. Trustees who have served during the period and since the year-end are set out within the legal and administrative information.

#### **Risk management**

The Trustees have examined the major strategic, business and operational risks which the Centre faces and confirm that the systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen the risks.

#### **Objectives and activities**

The centre will further the following charitable purposes in Nottinghamshire:

- The advancement of education (including physical education) for the public benefit in particular in good citizenship and civic responsibility and by advancing the inclusive education of young people with the aim that it develops their mental, physical and moral capabilities mainly but not exclusively through recreational, sports and leisure-time type activities.
- To help young people, especially but not exclusively through leisure time activities, so as to develop their skills, capacities and capabilities that they may grow to full maturity as individuals and members of society.
- To provide or assist in the provision of facilities in the interest of social welfare for recreation, sport or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

## **WALESBY FOREST**

### **REPORT OF THE TRUSTEES**

The aims of the charity are as follows:

- To continue to secure the long term financial stability by achieving annual operating surpluses.
- To provide a safe outdoor adventure education centre offering residential, camping, activities and facilities for Scouting and other groups.
- To promote the development of young people, allowing them to achieve their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and members of their local, national and international communities.

To achieve the aims and objectives, the charity plan to increase advertising to targeted market segments, scouts, schools and corporate to drive sales. In addition they also plan to develop and grow these market segments to encourage international scout groups and attract more schools.

The charity are also planning to develop a better provision for disabled and disadvantaged young people, as well as increasing the number of lodges and creating an educational classroom.

They are also looking to develop a structure within the staffing levels and match skills and capabilities to match a development plan as well as consolidating core business and cost controls.

The scouts are an organisation that the charity co-operates with in achieving their objectives.

The charity is grateful for the unstinting efforts of its volunteers who are involved in assisting the maintenance team, assisting at events and summer activities and the support of Scout Group leaders. It is estimated that over 4,362 volunteer hours were provided during the year.

#### **Public benefit**

In deciding on the activities of the charity, the trustees have due regard to the Charity Commission guidance on public benefit.

#### **Key management personnel**

The key management personnel comprises of Guy Laurie, Carl Whitehead, Tara Milligan, Ian Lang and Nigel Duffin. Their pay is decided by the remuneration committee which is made up of Jean Ramsden, Alastair Luff, David Hoskins and Guy Laurie.

The remuneration committee meet annually in autumn and make recommendations on pay rises and bonuses to the board of Trustees in the November meeting. The trustees have the final say whether to accept the recommendations. Bonuses are paid in March following the year after the year end management accounts are completed; pay awards come into force in April for the new tax year.

#### **Achievement and performance**

Details of achievements and performance can be found within the Chairman's and Chief Executive's reports.

#### **Financial review**

The Financial Review can be found within the Chairman's report.

#### **Investment policy**

The Trustees have considered the most appropriate policy for investing funds and have found that the fixed term Bank and Building Society Accounts meet their requirements to generate both income and capital growth. The Trustees consider the variable return on investments to be satisfactory.

#### **Reserves policy**

It is the policy of the Centre to maintain unrestricted funds, which are the free reserves of the Centre:

- to cover administration, fund-raising and support costs without which the Centre could not function,
- to provide funds which can be designated to specific projects to enable these to be undertaken at short notice.

## WALESBY FOREST

### REPORT OF THE TRUSTEES

The Trustees consider it prudent that the liquid assets of the unrestricted funds should be maintained at a level

- to cover the fixed costs of the Centre throughout the period of the year when seasonal income is low,
- to cover the fixed costs of the Centre when income is interrupted due to circumstances out of their control.

The level of these assets is monitored and reviewed by the Trustees on a quarterly basis and at 31 December 2021 were considered equivalent to 10 months of fixed costs. The Trustees viewed this as satisfactory.

The total balance on unrestricted reserves at 31 December 2021 was £623,310 (2020 - £387,353), of this £26,114 (2020 - £26,114) relates to designated funds to facilitate the replacement and maintenance of the facilities within the centre.

The total balance of restricted funds at 31 December 2021 was £85,564 (2020 - £88,484) this relates to work to be carried out on the site.

#### Plans for future periods

Details of plans for future periods can be found within the Chairman's and Chief Executive's reports.

#### Trustees responsibilities in relation to the financial statements

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:



**Alastair Luff**  
**Finance Director**

**Date:** 19/08/2022

**WALESBY FOREST**  
**REPORT OF THE CHAIRMAN**

**FOR YEAR ENDED 31 DECEMBER 2021**

2021 turned out to be a further year of operational challenges making our financial situation more distressing. If 2020 was not bad enough, using sport analogy, last year was definitely a game of two halves.

With the second lockdown thrown upon us, the first Six months of trading was non-existent achieving an income of just over £50k. After losing £320k in real cash terms back in 2020, we needed to implement an emergency strategy that would ensure we could survive for a further unknown period whilst also ensuring we were ready to operate once restrictions were lifted. With the long-term prospects of group camping and organised events being shelved till later in 2021 it was clear we needed a new strategy moving forward. The board responded to these challenges quickly and effectively.

From the beginning of the pandemic, we acted swiftly to instigate a task team focused on the health, safety and wellbeing of our employees and the potential financial impact. The cross functional team met daily initially and then weekly to make plans and put in policies, processes, and actions in response to government guidelines to enable a smooth running of the essential site services in the ever-changing circumstances.

After resolving the immediate operational changes to achieve the three priorities as the pandemic unfolded, the board started to consider the broader and longer-term effects initially formulating a "War Budget" which highlighted the seriousness of the overall situation.

Our plans to launch mixed camping, increasing our open events portfolio and the refurbishment of our Retail Centre were in full swing and were completed ready for an Easter opening however, with restrictions still not lifted, we now had to wait until the last weekend in May which was some ten weeks later than planned.

The implications of 2020 and the first six months last year were significant and unfolding but thankfully and reassuringly, the second six months was a record-breaking achievement replenishing well over £200k of the cash lost in 2020.

Walesby requires extensive funding of around £1m each year which involves employing a large number of paid staff supported by a large team of volunteers and without all of these three combinations, Walesby would not be able to offer the facilities and services that our customers demand and truly deserve.

The efforts by many went 'above and beyond' achieving all three combinations with far less staff and volunteers than a normal year in just six months.

This achievement was not easy and involved many hours of tireless work which is a testament to all however, we must ensure levels of staffing are back to normal as quickly as possible as the trustees are fully aware we cannot continue like we have done.


The Board of Trustees are responsible for the charities system of risk management and strategy and with what has happened over the last two years has shown our vulnerability to operating in a specialist sector. Many activity centres and sites especially scouting and guiding centres have not been so lucky and have either closed, been or being sold or gone into administration. Heading into 2022 managing our risks and opportunities will become more prominent. By identifying and managing our risks effectively we can focus on our long-term business opportunities. Additional risks not presently known or currently deemed to be less material may also have an adverse effect on the charity in the future. Risk is an inherent and accepted element of doing business and effective risk management is fundamental to how we run the charity. The company approach to risk management is to identify key risks and then to develop actions to process within the business to eliminate or mitigate those risks to an acceptable level.

**WALESBY FOREST**  
**REPORT OF THE CHAIRMAN**  
**FOR YEAR ENDED 31 DECEMBER 2021**

Walesby Forest is an independent charity, operating a dedicated outdoor and activity centre for young people inclusive to all. The charity not only requires extensive funding but a large team of volunteers and staff, and without this combination Walesby would not be able to offer the facilities and services that our customers demand. Every year we review our Development Strategy which shows an ongoing commitment to offer facilities of superior quality and service in order to maximise our share of the available market.

I would like to thank all the members of the team at Walesby Forest and my trustees. By remaining focused on delivering good value and excellent service, they have delivered a performance to be proud of and despite the terrible situation we have found ourselves in, we still have a strong platform on which to build. The challenge for everyone in scouting, especially in the County of Nottinghamshire is to rebuild our groups and with this make every possible use of this wonderful facility. Scout campsites like ours are available today because of the dedication of so many people and we have a responsibility to maintain them. I am confident of our ability to do this for Walesby, and I am always impressed by the achievements of our employees and by their immense pride in their work.

Walesby Forest and its team members will be working to enhance its reputation for the provision of 'winning' facilities and services and continuing to build on its Scouting heritage and values associated with it.



**Alistair Bow**  
**Chairman**

Date: 4<sup>th</sup> August, 2022 .



## WALESBY FOREST

### REPORT OF THE CHIEF EXECUTIVE

#### FOR THE YEAR ENDED 31 DECEMBER 2021

2021 can best be split into two parts, before and after the 17th May 2021. Prior to the 17th May the charity continued to receive regular cancellations of school bookings due to the ongoing Covid pandemic. Scout bookings were very low in numbers, and the financial outlook was very bleak. Confirmed business for 2021 dropped by more than £100,000 between January and May 2021.

At the start of the year, with our traditional income stream so uncertain, the decision was made to enhance the previously limited mixed camping offer at Walesby Forest to include the whole summer, a first for the charity. Months of preparatory work was undertaken and in the May government approval was given for people to go on holiday within the UK. At the same time another announcement was made, somewhat under the radar, granting approval for school groups up to a maximum of 30 students to be able to restart residential trips.

Both government announcements enabled the charity to re-staff the site, albeit with greatly reduced personnel, erring on the side of caution, and we used the kickstart programme to bolster our numbers. We were the pioneers for the kickstart scheme in Nottinghamshire, a scheme which echoes the charity ethos of giving opportunities to all young people to develop and grow.

Finally, our traditional customers were able to return. The schools that retained their bookings were able to come to site bringing much needed revenue, and families in their thousands came and camped through the summer.

The only area of our customer base that struggled to bounce back was organised membership groups. We had seen at the outbreak of the pandemic that these groups were very risk adverse and correspondingly as the effects lightened, they were the slowest to bounce back. This was exacerbated by a larger number of youth group leaders calling time on their volunteering, leaving the groups without the necessary personnel to even consider coming back to Walesby Forest.

The focus for 2022 and beyond is about balancing the business to incorporate the mixed camping element alongside our core business of scouting and school visits. Such was the success of the mixed camping offer, and the recognition for the charity that it generated, that we do not want to lose the impact both financially and socially. However, we do not want to ostracise our traditional customers and I want to find a way by 2023 to accommodate both groups safely giving them the priority and flexibility they warrant.

The social impact of 2021, with the greater regional recognition that the charity generated has opened doors for us to work much more closely with local youth services, disability groups and the cadet services. Work will be undertaken to actively diversify our customer base to incorporate young people within the North Nottinghamshire area predominantly, and further afield if possible.

However, our true measure of success, establishing that our customer base has fully restored, rests with the number of scouts, guides and other membership groups that rebook in 2022. If we can get back to the 2019 levels of children and leaders camping on the site the charity will have fully recovered all its lost ground.

After the rollercoaster of 2021 the charity is very well placed to make good progress. Our long-term strategy for growth and site development had to be paused for 2-years, but now we are in a great position to move forward again. We also do this with an improved understanding of the pinch points on site and staffing requirements.



Guy Laurie  
Chief Executive

Date: 08/08/2022

## WALESBY FOREST

### INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF WALESBY FOREST

#### Opinion

We have audited the financial statements of Walesby Forest for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **WALESBY FOREST**

### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF WALESBY FOREST**

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustee's report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting record; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of Trustees**

As explained more fully in the Trustees' Responsibilities Statement set out on pages 3 - 4, the Trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Identifying and assessing risk of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures include the following:

- We plan our work to gain an understanding of the significant laws and regulations that were of significance to the entity and the sector in which they operate. We perform our work to ensure that the entity is complying with its legal and regulatory framework.
- We obtained an understanding of how the company is complying with those legal and regulatory frameworks by making inquiries to the management and people charged with governance.

We assessed the susceptibility of the company's financial statements to material misstatement, including how fraud might occur. Audit procedures performed by the engagement team included:

- Substantive procedures performed in accordance with the ISAs (UK)
- Challenging assumptions and judgements made by management in its significant accounting estimates.
- Identifying and testing journal entries, in particular material journal entries and assessment of year end journals.
- Assessing the extent of compliance with the relevant laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## WALESBY FOREST

### INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF WALESBY FOREST

#### Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Wright Vigar Limited*

**Wright Vigar Limited**  
**Chartered Accountants & Registered Auditors**  
**International House**  
**Brunel Drive**  
**Newark, Notts, NG24 2EG**

Date: *28 September 2022*

# WALESBY FOREST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted £	Restricted £	Year ended 31.12.21 £	Year ended 31.12.20 £
<b>Income and endowments from:</b>					
Donations and legacies		28,469	5,000	33,469	20,263
Charitable activities	2	753,769	-	753,769	111,920
Other trading activities	3	80,447	-	80,447	-
Other income	4	126,056	-	126,056	88,761
<b>Total income and endowments</b>		<b>988,741</b>	<b>5,000</b>	<b>993,741</b>	<b>220,944</b>
<b>Expenditure on:</b>					
Raising funds	7.	55,366	-	55,366	20,442
Charitable activities	8	697,418	7,920	705,338	513,175
<b>Total expenditure</b>		<b>752,784</b>	<b>7,920</b>	<b>760,704</b>	<b>533,617</b>
<b>Net income / (expenditure) for the year</b>		<b>235,957</b>	<b>(2,920)</b>	<b>233,037</b>	<b>(312,673)</b>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>235,957</b>	<b>(2,920)</b>	<b>233,037</b>	<b>(312,673)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		387,353	88,484	475,837	788,510
<b>Total funds carried forward</b>		<b>623,310</b>	<b>85,564</b>	<b>708,874</b>	<b>475,837</b>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 14 to 21 form part of these financial statements.

**WALESBY FOREST**

**BALANCE SHEET AS AT 31 DECEMBER 2021**

	Note	2021	2020
<b>Fixed assets</b>			
Tangible assets	9	843,372	876,172
<b>Current assets</b>			
Stocks	10	13,932	15,238
Debtors	11	35,215	40,306
Cash at bank and in hand		520,451	195,130
		<u>569,598</u>	<u>250,674</u>
<b>Creditors</b>			
Amounts falling due within one year	12	(386,076)	(321,219)
		<u>183,522</u>	<u>(70,545)</u>
<b>Net current assets / (liabilities)</b>		183,522	(70,545)
<b>Total assets less current liabilities</b>		<u>1,026,894</u>	<u>805,627</u>
<b>Creditors</b>			
Amounts falling due after more than one year	13	(318,020)	(329,790)
<b>Net assets</b>		<u>708,874</u>	<u>475,837</u>
<b>Charity funds</b>			
Restricted income funds	14	85,564	88,484
Unrestricted income funds		623,310	387,353
<b>Total charity funds</b>		<u>708,874</u>	<u>475,837</u>

The financial statements were approved and authorised for issue by the board on 19/08/2022  
Signed on behalf of the board of trustees



**Alastair Luff**  
**Finance Director**

The notes on pages 14 to 21 form part of these financial statements.

**WALESBY FOREST**

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021 £	2020 £
<b>Cash flow from operating activities</b>		
Net income for the year	233,037	(312,673)
Depreciation	83,485	84,690
Interest paid	6,859	4,885
(Profit)/Loss on disposal of assets	-	(2,083)
(Increase)/decrease in stock	1,306	1,819
(Increase)/decrease in debtors	5,091	18,913
Increase/(decrease) in creditors	64,857	77,496
<b>Net cash flow from operating activities</b>	394,635	(126,953)
<b>Cash flow from investing activities</b>		
Payments to acquire tangible fixed assets	(50,685)	(22,289)
Proceeds on sale of tangible fixed assets	-	2,083
<b>Net cash flow from investing activities</b>	(50,685)	(20,206)
<b>Cash flow from financing activities</b>		
Receipt from issue of new loan	-	50,000
Repayment of bank loan liabilities	(17,518)	(8,890)
Repayment of finance lease liabilities	(1,111)	(1,111)
<b>Net cash flow from financing activities</b>	(18,629)	39,999
<b>Net increase/(decrease) in cash and cash equivalents</b>	325,321	(107,160)
<b>Cash and cash equivalents at 1 January</b>	195,130	302,290
<b>Cash and cash equivalents at 31 December</b>	<u>520,451</u>	<u>195,130</u>
<b>Cash and cash equivalents consists of:</b>		
Cash at bank and in hand	520,451	195,130
<b>Cash and cash equivalents at 31 December</b>	<u>520,451</u>	<u>195,130</u>

The notes on pages 14 to 21 form part of these financial statements.

## WALESBY FOREST

### NOTES TO THE FINANCIAL STATEMENTS

#### 1 Accounting policies

##### General information and basis of preparation

Walesby Forest is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activity is that of an activity centre.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

##### Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Income from charitable activities includes income earned from camp fees and camp activities, catering, wayleaves received and telephone and utilities provided. Income is received in exchange for services and is recognised when the service is complete.

Income from trading activities includes income earned from providore sales to raise funds for the charity. Income is received in exchange for supplying goods and is recognised when entitlement has occurred.



## WALESBY FOREST

### NOTES TO THE FINANCIAL STATEMENTS

Investment income comprises building society and bank interest. Income is recognised when the interest has been earned.

#### Government grants

Government grants are recognised on the performance method under income.

#### Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes stock purchases for the providore and other costs of running the providore;
- Expenditure on charitable activities includes the running and maintenance of the site and camp activities, site transportation and catering purchases.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to the cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

#### Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. The Centre does not have a policy of revaluation.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Leasehold property	over the life of the lease i.e. 99 years
Buildings	5% - 20% on a straight line basis
Motor vehicles	25% on a straight line basis
Plant and machinery	33.3% on a straight line basis
Fixtures, fittings and equipment	33.3% on a straight line basis

#### Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

#### Finance Leases

Assets acquired under finance leases are capitalised and depreciated over the shorter of the lease term and the expected useful life of the asset. Rentals payable are apportioned between the rental and a reduction of the outstanding obligation for future amounts payable.

# WALESBY FOREST

## NOTES TO THE FINANCIAL STATEMENTS

<b>2 Incoming Resources for Charitable Activities</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Camp fees and activities	378,408	58,524
Catering	63,849	5,855
Mixed camping	188,677	31,087
Ancillary Services:		
Utilities	22,620	4,119
Bar	55,907	6,152
Providore	43,003	5,281
Vending machines	1,305	902
	<u>753,769</u>	<u>111,920</u>
<b>3 Trading Income</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Special events	80,447	-
	<u>80,447</u>	<u>-</u>
<b>4 Other Income</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Furlough income	61,306	55,118
Government grants received	64,750	33,643
Total government grant income	<u>126,056</u>	<u>88,761</u>
<b>5 Profit on providore and catering</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Sales</b>		
Providore, bar and vending machines	100,215	12,335
Catering	<u>63,849</u>	<u>5,855</u>
	164,064	18,190
<b>Cost of sales</b>		
Opening stock	15,238	17,057
Providore purchases	41,198	5,393
Catering purchases	23,705	5,215
Retail expenses	2,587	815
Closing stock	<u>(13,932)</u>	<u>(15,238)</u>
	(68,796)	(13,242)
	<u>95,268</u>	<u>4,948</u>

# WALESBY FOREST

## NOTES TO THE FINANCIAL STATEMENTS

6 Allocation of support costs	Raising Funds £	Charitable Activities £	Total 2021 £	Total 2020 £
Advertising	-	26,198	26,198	21,702
Telephone, printing and stationery	-	20,286	20,286	18,809
Staff costs	11,581	322,279	333,860	237,680
Insurance	-	23,871	23,871	21,809
Accountancy fees	-	2,585	2,585	1,582
Audit fees	-	2,600	2,600	4,033
Legal and professional fees	-	11,470	12,845	4,470
Recruitment fees	-	-	-	-
General expenses	-	4,610	2,924	168
Finance costs	-	20,155	20,155	10,708
	11,581	434,054	445,324	320,961

Support costs are allocated on a basis consistent with the use of resources.

6.1 Staff costs during the year amounted to:	2021 £	2020 £
Salaries	310,216	219,457
National Insurance	14,836	11,406
Employer pension contributions	8,808	6,817
	333,860	237,680

Average number of employees analysed by function for the year was:

Charitable activities	21	12
Cost of generating funds	1	1

Employees whose emoluments including bonuses, fell between:  
£70,000 - £80,000 pro rata

Trustees do not receive any remuneration.

Trustees may be reimbursed expenses. These amounts are not deemed material.

7 Analysis of expenditure on raising funds	2021 £	2020 £
Retail expenses	2,587	815
Providore cost of sales	41,198	7,212
Support costs	11,581	12,415
	55,366	20,442

# WALESBY FOREST

## NOTES TO THE FINANCIAL STATEMENTS

<b>8 Analysis of expenditure on charitable activities</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Site maintenance and development	32,526	31,392
Rent	(4,130)	5,534
Sanitation	44,289	9,643
Electricity, gas and water	45,543	64,589
Site transport and plant	10,467	7,045
Depreciation - Owned assets	82,374	83,579
Depreciation - Leasehold	1,111	1,111
(Profit)/Loss on disposal of assets	-	(2,083)
Activities and sports equipment	27,951	(2,225)
General expenditure	3,866	1,309
Catering cost of sales	27,287	4,735
Support costs	434,054	308,546
	<b>705,338</b>	<b>513,175</b>

The charity undertakes direct charitable activities only and does not make grant payments.

<b>9 Tangible fixed assets</b>	<b>Leasehold Property £</b>	<b>Buildings £</b>	<b>Motor Vehicles £</b>	<b>Plant &amp; Machinery £</b>	<b>Fixtures Fittings &amp; Equipment £</b>	<b>Total £</b>
<u>Cost</u>						
At 01.01.2021	110,000	1,001,502	1,960	66,275	247,207	1,426,944
Additions	-	46,725	-	-	3,960	50,685
Disposals	-	-	-	-	-	-
At 31.12.2021	<b>110,000</b>	<b>1,048,227</b>	<b>1,960</b>	<b>66,275</b>	<b>251,167</b>	<b>1,477,629</b>
<u>Depreciation</u>						
At 01.01.2021	9,536	287,084	653	56,031	197,468	550,772
Current year charge	1,111	59,584	653	6,205	15,932	83,485
Disposals	-	-	-	-	-	-
At 31.12.2021	<b>10,647</b>	<b>346,668</b>	<b>1,306</b>	<b>62,236</b>	<b>213,400</b>	<b>634,257</b>
<u>Net book value</u>						
At 31.12.2021	<b>99,353</b>	<b>701,559</b>	<b>654</b>	<b>4,039</b>	<b>37,767</b>	<b>843,372</b>
At 31.12.2020	<b>100,464</b>	<b>714,418</b>	<b>1,307</b>	<b>10,244</b>	<b>49,739</b>	<b>876,172</b>

**WALESBY FOREST**

**NOTES TO THE FINANCIAL STATEMENTS**

Included above are assets held under finance leases or hire purchase contracts as follows:

Asset description	2021		2020	
	Net book value £	Depreciation charge £	Net book value £	Depreciation charge £
Leasehold property	99,353	1,111	100,464	1,111
<b>10 Stocks</b>			<b>2021</b> <b>£</b>	<b>2020</b> <b>£</b>
Stock for re-sale			13,932	15,238
<b>11 Debtors</b>			<b>2021</b> <b>£</b>	<b>2020</b> <b>£</b>
Trade debtors			124	521
Prepayments			35,091	39,785
			35,215	40,306
<b>12 Creditors</b>			<b>2021</b> <b>£</b>	<b>2020</b> <b>£</b>
<u>Amounts falling due within one year:</u>				
Bank loans			11,000	11,000
Trade creditors			32,767	65,153
Other taxes and social security costs			12,192	6,401
Accruals			88,139	58,108
Finance lease			1,111	1,111
Other creditors			240,867	179,446
			386,076	321,219

The finance lease is secured over the assets to which it relates. The bank loan is secured on the assets of the charity.

Included within accruals are provisions totalling £50,220 (2020 - £50,220) that have arisen due to a constructive obligation to maintain the standard of the site.

Included in other creditors is deferred income of £238,506 (2020 - £176,923) which relates to deposits received for camps to be held in future years.

# WALESBY FOREST

## NOTES TO THE FINANCIAL STATEMENTS

13 Creditors	2021 £	2020 £
<u>Amounts falling due after one year:</u>		
Bank loans	219,779	230,438
Finance lease	98,241	99,352
	<u>318,020</u>	<u>329,790</u>

Repayable as follows:

	1-2 years £	2-5 years £	After 5 years £	Total £
Bank loans	20,500	82,079	117,200	219,779
Finance lease	1,111	4,444	92,686	98,241
	<u>21,611</u>	<u>86,523</u>	<u>209,886</u>	<u>318,020</u>

14 Designated funds	Movement in resources			
	Balance 01.01.21 £	Incoming £	Outgoing £	Transfer £
Hedge fund	1,217	-	-	-
Sherwood Lodge	24,897	-	-	-
	<u>26,114</u>	<u>-</u>	<u>-</u>	<u>-</u>
				<u>26,114</u>

The funds were established to facilitate the replacement and maintenance of the facilities within the Centre.

15 Restricted Funds	Movement in resources			
	Balance 01.01.21 £	Incoming £	Outgoing £	Transfer £
Kemp lodge	48,283	-	(6,670)	-
Planting trees	1,000	-	-	-
Management van	2,890	-	-	-
Catering barn	7,249	-	(500)	-
Climbing wall	16,000	-	-	-
2018 Lodge	4,354	-	(250)	-
Toilet Block	8,708	-	(500)	-
Robin Hood Suite Roof		5,000	-	-
	<u>88,484</u>	<u>5,000</u>	<u>(7,920)</u>	<u>-</u>
				<u>85,564</u>

The funds were established to facilitate the purchase and maintenance of facilities within the Centre.

# WALESBY FOREST

## NOTES TO THE FINANCIAL STATEMENTS

### 16 Analysis of net assets between funds

	Tangible Fixed Assets £	Current Assets £	Liabilities £	Total £
Restricted	85,564	-	-	85,564
Unrestricted funds	757,808	569,598	(704,096)	623,310
	<u>843,372</u>	<u>569,598</u>	<u>(704,096)</u>	<u>708,874</u>

### 17 Financial Commitments

At 31 December 2021 the charity's future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Due less than one year	4,500	4,500
Due between two and five years	18,000	18,000
Due over five years	384,750	389,250

### 18 Key Management Personnel

The total remuneration for key management personnel was £101,091 (2020 - £96,393)

### 19 Related Party Transactions

Thomas Bow Limited is a related party as A Bow, a Trustee, is a director of that company. During the year ended 31 December 2021 the company supplied materials amounting to £1,608 (2020 - £2,521) to the Centre. At 31 December 2021 creditors included an amount of £1,608 (2020 - £nil).

The Centre also provided services relating to Lodges, Catering and Service Hire to the company amounting to £nil (2020 - £686). At 31 December 2021 debtors included an amount of £nil (2020 - £521).

### 20 Control Relationships

The Centre is controlled by the Trustees.