



**Woodcraft Folk**

Education for Social Change since 1925

# Spanning the world with friendship



## WOODCRAFT FOLK ANNUAL REPORT 2021



[www.woodcraft.org.uk/](http://www.woodcraft.org.uk/)



020 7703 4173

# Trustees' Annual Report for the year ended 31 December 2021

## ANNUAL REPORT 2021

### Reference and administrative details

*Charity name:* Woodcraft Folk

*Charity number:* 1148195 and in Scotland SC039791

*Company registration:* 8133727

Registered Office: Holyoake House, Hanover Street,  
Manchester, M60 0AS

### General Council (Trustees & Directors) for the period:

Pip Sayers (Chair until November 2021)

Stuart Walker (Chair of Operations until March 2021)

Sapna Agarwal (Chair of Staffing)

Roland Susman (Treasurer)

Tom Brooks (Lead Safeguarding Trustee until October 2021)

Edmund Moriarty (Lead Health & Safety Trustee)

Jack Walker (Lead Sites & Centres Trustee)

Claire Slocombe (Scottish Rep)

Jeremy Hudson

Isla Douglas

Joshua Dodd

Delilah Wallbank

Aggie Taylor (Chair from November 2021)

Nadia Asri (Lead Safeguarding Trustee from October 2021)

Stanley Richardson (until 26th September 2021)

Joe Irving (until 26th September 2021)

Lucy Kirby (until 26th September 2021)

Robin Lyster (until 26th September 2021)

Hazel Cawthran (until 26th September 2021)

Thomas Boxall (from 26th September 2021)

Tamsin Pearce (from 26th September 2021)

Jeni Dixon (from 26th September 2021)

**Individuals who serve(d) as a trustee for the charity in holding the title to property belonging to the charity**

Andrew Bibby  
Jess Cawley  
Marc Espinet  
John Keyworth  
Trevor Linger  
Ian Millward  
Alan Searle  
Thomas Searle  
John Slater  
Julie Thorpe

**Company Secretary**

Debs McCahon, Chief Executive Officer

***Auditors:*** Buzzacott LLP, 130 Wood Street, London ECV 6DL

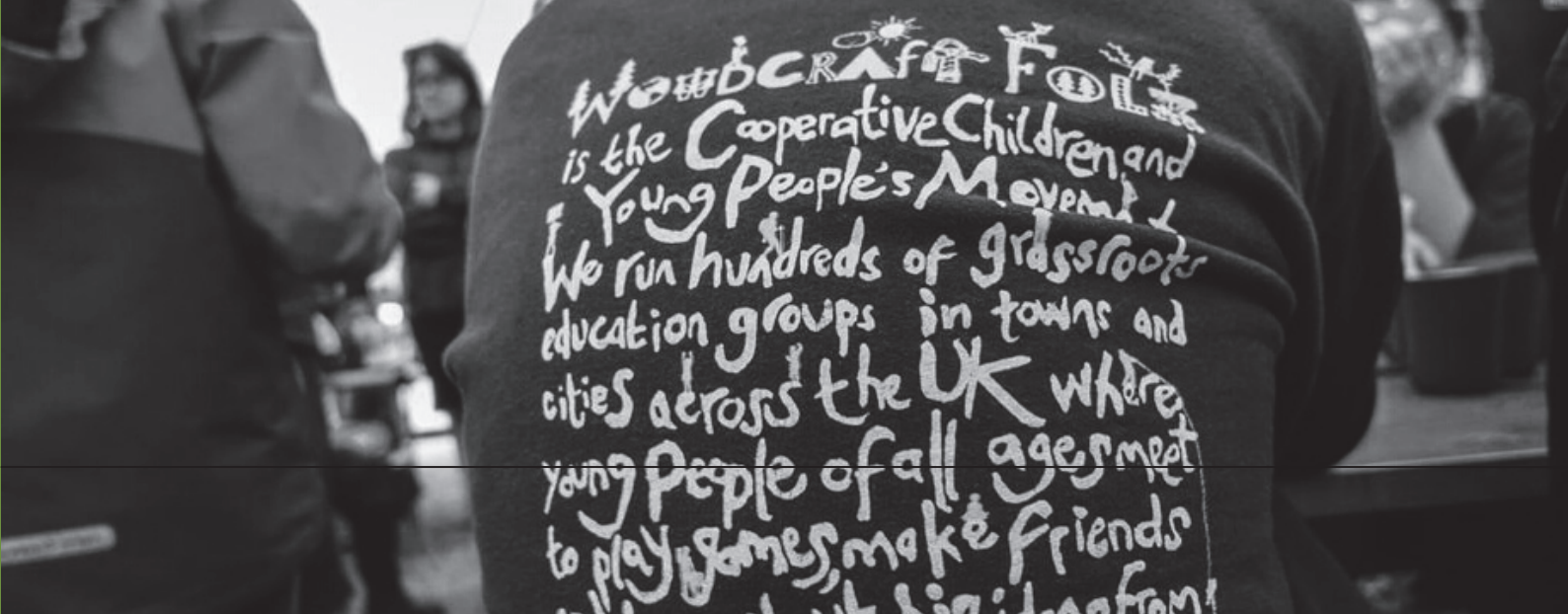
***Bankers:*** Unity Trust Bank plc, Planetary Road, Willenhall, WV1 9DG  
The Co-operative Bank plc, 60/62 Pinstone Street, Sheffield, S1 2HP



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## 1. CHARITABLE OBJECTS & KEY MESSAGES

The charitable objects of Woodcraft Folk are the advancement of education and the empowerment of children and young people for the public benefit by:

- encouraging children and young people to participate in society, improving their lives and others through active citizenship; and
- promoting the interests and welfare of children and young people.

### Key messages

**We are Woodcraft Folk and...**



#### **...we change the world**

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We support our members to celebrate and question the world around them. We enable them to bring about the changes that they want in order to create a more equal and caring world.

#### **...we are youth led**

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We support young people to participate, take the lead, and make decisions about their programme and how the organisation is run. We empower them to become active citizens locally and globally.





### **...we welcome everyone**

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Our groups, events, centres and volunteer roles are open to all. We do our best to remove any barriers to participation.

### **...we are co-operative**

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We practice cooperation and teamwork through all of our activities.



### **...we understand and respect our one world**

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We think it's important to learn about our environment and how we can take better care of it. We develop international understanding and friendship through our activities and exchanges.

### **...we've been running since 1925 and we're still going strong!**

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We've changed over the past century but draw on our heritage and what we've learnt as we move forward.



The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities.

## 2. Chair's introduction



Throughout this report you will read how Woodcraft Folk returned to running in-person projects, group nights and even face to face trustee meetings in 2021 as we navigated delivering youth work during the ongoing COVID-19 pandemic. While hybrid events, online meetings and camping in social bubbles were not written into our strategic plan, our staff and volunteers continued to deliver inspiring projects around the UK, empowering young people to make social change.

During 2021 Pip Sayers stepped down as Chair of General Council after 4 years in the role. Pip continues to act as a Trustee. I'd like to formally thank Pip for his leadership, especially supporting Trustees in their response to the pandemic and staff changes in 2020.

The start of 2021 saw #DreamBigAtHome, our lockdown initiative enabling young people and volunteers to engage with Woodcraft Folk's aims and principles in their homes and online, continue to thrive and reach both young people within the folk as well as bring in new youngsters, previously unknown to Woodcraft. As the year went on and following closely the guidelines set out for the youth sector, districts and groups began to meet outside and held a number of successful events including pioneer and venturer camps at Biblins, camps for individuals coming without a district and traditional residential at all our centres. It has given all of us great joy to see these actions and to be physically together again and owe this to the hard work of so many around the country who kept us alive throughout the numerous lockdowns.

This last year we also received an incredibly generous legacy from Roger Pickering, a Woodcrafter from Harlow. Roger dedicated much of his life to the folk and is remembered fondly by those who knew him. Trustees have been working hard to ensure that his legacy is used wisely and goes towards continuing our strategic aims and following the bold business plan that was agreed at the beginning of 2020. We are excited that we have been able to grow our staff team with these funds as well as provide subsidised places for young people to attend Common Ground.

While 2021 has been at points difficult and has seen many of us learning how to ensure the safety of our young people while also providing meaningful and exciting education for social change, it has also allowed us to plan for the upcoming years. Our postponed international camp Common Ground is taking place in 2022 and we have already started looking to our centenary year and camps to be held in 2025.

This last year we have demonstrated how resilient we are as a movement, and I want to thank our staff and volunteers for supporting young people with dedication and with a huge amount of joy. Our commitment to children and young people was recognised as Woodcraft Folk was awarded the Most Dedicated Youth Engagement & Support Organisation and Children's Rights Champions by the SME Enterprise Awards.

As 2022 progresses we are so excited to be meeting up again, that Common Ground is happening this year and to have our young people participating in projects around the UK and internationally!

Blue skies,

**Aggie Taylor**

Chair of General Council





### 3. CEO overview

Delivering activities and events during a global pandemic has been a challenge, which was summed up by one of our group leaders as a year of Zoom, park, Zoom, park, camp, park, indoors and Zoom once more!

Whilst the level of activities during 2021 are below pre-pandemic levels Woodcraft Folk has seen an increase in the number of public enquiries and have had the opportunity to test new approaches.

Highlights from 2021 include:

- Opening new groups in Birkenhead, Birmingham, Brighton, Bristol, Cambridge, Edinburgh, Falkirk, Hornsey, Lewisham, Manchester, Newham, Waltham Abbey, Watford and Whitstable.
- In February, the Green Influencers Scheme was launched with funding from the Ernest Cook Trust. The scheme supports Woodcraft Folk style youth led green social action within Coop Academy Schools in Bradford and Leeds.
- In March, female Ingenious volunteers (engineers) delivered school based workshops on International Women's Day, supporting children to explore engineering solutions to the climate crisis. The class were surprised that the volunteers were not old men and inspired to explore engineering careers.
- In April, Eireny joined the staff team as a Jack Petchey Foundation funded intern. Eireny spent the year supporting outreach and inclusion work across London.
- From May, members of the Programmes Team facilitated co-operative activities in schools as part of a Life Skills pilot co-ordinated by the Greater London Assembly.

- June saw a return to camping and residentials, initially for school groups and later for youth organisations. Woodcraft Folk also hosted its first residential experience for remote members in the Autumn.
- In August, Woodcraft Folk co-operated with Let Me Play to deliver the DfE funded Holiday Activities & Food programme in the London Borough of Hammersmith & Fulham.
- In November, Pioneers delivered a Children's Rights workshop to staff and Trustees as part of the international Kids Got Rights project.
- New staff posts were created with the introduction of a Head of Centres and Centres Administrator to support our centre teams to reopen following COVID closures.
- Throughout the year, Woodcraft Folk hosted European Solidarity Corps volunteers at Biblins, Lockerbrook and to support Common Ground preparation and general communications activity.
- In September Woodcraft Folk upgraded with a new website following the introduction of a new ethical print on demand Folk Supply service

This annual report will tell the wider story and impact of Woodcraft Folk activities, but I'd like to end with a big **THANK YOU** to all our volunteers - the group leaders, the centre wardens, the volunteer treasurers, van drivers and Trustees who make it all possible. Woodcraft Folk is very fortunate to have such a team of creative, dedicated, and tireless volunteers who bring joy to thousands of children and young people each week through our regular group night programme, projects, and camps.

In friendship,

**Debs McCahon**

Chief Executive Officer





## 4. COVID-19 IMPACT

Woodcraft Folk has continued to benefit from Government funding as we returned to our traditional activities in 2021.

Woodcraft Folk's centre staff team experienced part-time furlough throughout January - July 2021. The government's Job Retention Scheme successfully allowed Woodcraft Folk to retain all staff despite restrictions, reduction in income and forced closure of our centres.

Biblins reopened to family and household camping as COVID restrictions were lifted in April 2021, but it wasn't until late July when restrictions allowed Woodcraft Folk groups to camp and participate in residential experiences.

COVID-19 restrictions prevented Woodcraft Folk from engaging in face-to-face international activities, opting for online or hybrid experiences for our young members.

The pandemic remained a feature throughout the year as we sadly ended 2021 having to cancel events due to increasing COVID-19 cases.

The Trustees believe that while COVID-19 has presented many challenges, the Going Concern of the organisation is not compromised. The combination of reduced expenditure, COVID-19 relief grants, a gradual return to normal during 2021 and 2022, as well as a large legacy donation in 2021, has ensured a secure financial position. The trustees plan to proactively invest excess funds generated from the large legacy donation in sustainable activity over the next few year.



## 5. IMPACT & PUBLIC BENEFIT



I will treasure learning how to make a campfire



**Child aged 8 participating in the Schools Life Skills project**

The pandemic has hugely impacted on the scale and range of activities delivered by Woodcraft Folk locally, nationally, regionally and internationally. The number of active Woodcraft Folk groups has fallen as a direct result of the pandemic as some volunteers continued to shield and others found the pressure of home learning and other life changes too demanding to continue with their volunteering. During 2021, 225 groups were active compared to 285 in 2019. The Membership & Programmes team will work with existing and new volunteers to reopen as many groups as possible now COVID restrictions have been lifted.

Group, District and age specific residentials were organised for children and young people who engage in traditional groups. Restrictions remained in place until July resulting in many 'day camps' and the use of 'bubbles' continued to mitigate risks. In most cases it was the first time the young people had been away since the start of the pandemic.



# #Dream big at home

#DreamBigAtHome continued to deliver weekly engagement activities and challenges during the first half of the year with schools and face to face youth activities restricted during a national lockdown, supporting 12,985 engagements. #DreamBigAtHome gave Woodcraft Folk the opportunity to increase and widen participation, reaching young people who do not attend a local Woodcraft Folk group. Building on this work, Trustees took the decision to pilot remote membership and tested the first residential experience for children and young people who do not attend a local group regularly.

Supported by our European Solidarity Corps volunteers, young people were welcomed to Biblins in the Autumn for a weekend of camping, outdoor adventures and new friendships. The event included an introduction to Woodcraft Folk, rock climbing and a bushcraft workshop attended

by 13 young people, 10 of whom had never engaged in Woodcraft Folk activities before.

The participants took part in usual camp activities such as clan, night walks, games and making new friendships. The Membership & Programmes team have prepared a calendar of future remote membership camps throughout 2022 and seek to engage more young people in Woodcraft Folk aims and principles.



Despite challenges presented by COVID, Woodcraft Folk staff and volunteers tested new activities designed to share Woodcraft Folk aims and principles with children, young people and families new to the organisation. For example:



## The Ingenious Project

The Ingenious project, funded by the Royal Academy of Engineering, shared engineering solutions to the climate emergency through workshops, webinars, blogs, games and activities. A team of 40 engineers delivered both online and face to face sessions to schools and Woodcraft Folk groups looking at renewable energy, food, water and construction issues.

## The Green Influencers Scheme

The Green Influencers Scheme, funded by Ernest Cook Trust, supported young people aged 10- 14 to develop and deliver green social action projects. In the first year of this project, 95 young people have participated, across six partner organisations in Leeds and Bradford. This has included groups from three schools within the Co-op Academies Trust, building on our existing partnership.

Monitoring information demonstrates that of the young people engaged, 69% are from BAME backgrounds, and 55% eligible for free school meals. 75% of projects have taken place in areas among the 10% most disadvantaged in England, according to ONS Indices of Multiple Deprivation data.



Life Skills schools based workshops have been delivered to 5 schools, with each school receiving 6 sessions introducing pupils to co-operation, climate change and social action. Feedback has been fantastic from pupils and teachers alike.



## Holiday Activities & Play programme

Woodcraft Folk join other youth and play organisations delivering the Government funded Holiday Activities & Play programme. Woodcraft Folk targeted the London Borough of Hammersmith & Fulham. The 5 week programme engaged 183 children and young people in activities exploring co-operation, climate change, international friendship and more. Activities were delivered 4 days a week in two local parks with lunch provided daily. The legacy of the project has been the reopening of closed groups in the White City area of the Borough.

# OUR YEAR IN NUMBERS



**GROUPS**



**1624**

bed nights at  
our Lockerbrook  
Outdoor centre

**2143**

young  
group  
participants



**95** young  
people  
got involved  
with Green  
Influencers

**574**

pupils engaged in Life  
Skills school activity



**183**

young people  
engaged in  
Holiday Activities  
& Food  
programme



**92**

young people took  
part in our Kids  
Got Rights project

**560**

young people  
signed up to  
our Ingenious  
programme

Engaged in  
#DBAH



**12,985**

**7**



ESC PLACEMENTS SENT

# Stories from the movement



Following on from the charity releasing a COP26 statement in October, Woodcraft Folk groups across the UK took part in lots of different activities ahead of COP26 hosted in Glasgow, Scotland. Groups, districts and individuals completed actions led by children and young people's environmental concerns. Young people got involved with climate action themed art projects such as 'Moths to a Flame' and numerous groups attended the Glasgow Global Day of Action and many families took part in the Fridays for Future school strikes.

Woodcraft Folk ran a competition for young people to design their membership badge for 2022. The theme for the designs was 'One World Recovery', influenced by communities coming together despite lockdowns to stand up against poverty, racism, inequality and climate change. Designs shared young people's vision of a 'new normal' that is brighter and greener. St Albans Venturers Woodcraft Folk Group won the winning design.



Our Biblins Youth Campsite encouraged supporters to walk, swim or cycle the equivalent length of the Wye Valley Walk from 29th March to 31st May 2021 as part of their Biblins Bimble challenge. Those involved were given until 31st May to complete the challenge. All funds raised went towards supporting Biblins Youth Campsite's work with children and young people. All participants received a medal for taking part.





## 6. PROGRESS AGAINST STRATEGIC AND BUSINESS PLANS

**In 2018 Woodcraft Folk agreed its strategic plan with a focus of increasing and widening participation, ambitions included:**

- Strengthening local groups and their volunteers
- Empowering young people
- Increasing diversity and improving inclusion
- Being better known and understood
- Delivering a values driven programme of activities

STORIES FROM THE MOVEMENT



Cudham Environmental Activities Centre hosted a sleepover for Elfins (age 6-9) from across London during the last weekend before Christmas. The evening started with the participants having the chance to decorate their own bags to take at home to be used over the festive period. Later on, the group took their torches and went for a night walk into the woods and the beautiful natural area local to Cudham. Elfins, parents and volunteers discovered badger holes and other signs of wildlife living in the woods. They also experienced the sounds of the forest and had many theories of what may be happening in the darkness!

**The pandemic has interrupted plans as the organisation has had to be reactive to restrictions and the changing needs of children and young people. Despite this we have achieved the following:**

- Online training for volunteers in online youth work, socially distanced activities, residential planning
- Skill sharing event in Scotland focused on Sustainable Education and First Aid training delivered by London and Eastern regions
- Regional networking events held online and in London, Scotland and Eastern regions
- Kinsfolk camp to engage Alumni as donors and volunteers
- Tested a new approach to volunteer recruitment, launching a national social media campaign in partnership with 360 Recruitment, engaging 18,504
- Hosted a series of online volunteer induction events
- Young members continue to be supported to be Trustees, including as the Chair of the Trustee Board

**3,336 young people stayed over at our Biblins Youth Campsite in 2021**



- Youth led project activities, including green social action projects in Bradford & Leeds as part of the Green Influencers Scheme, COP26 activities, Kids Got Rights project and more
- Delivery of the Holiday Activities & Food programme in Hammersmith and Fulham reaching 183 families
- Improved our website which was launched in September
- Nationally coordinated Pioneer & Venturer residential activities

**In February 2020, Trustees agreed several operational changes to support the strategic plan with a focus on better delivery, better governance and being better known and understood. Again, the pandemic has altered the pace of these changes, but the following progress has been made:**



- Woodcraft Folk Enterprise has been established to better manage Woodcraft Folk's tax and VAT liabilities. The new trading subsidiary will be formally launched during 2022/23
- Trialled a remote membership offer, including hosting a residential at Biblins for children and young people who do not attend a traditional group
- New funding from Jack Petchey Foundation, Ernest Cook Foundation, Foundation Derbyshire, Canoe Foundation, Julia Hans Rausing Trust, Erasmus+, National Voluntary Youth Organisations of Scotland Fund and more
- Increased partnership working, engaging actively with the National Youth Agency, UK Youth, Let Me Play and others
- Investment and changes to internal HR and finance systems to reduce cost

## 7. FUTURE PLANS

**At the end of 2021 Trustees agreed the following future changes in line with previous agreed strategic and business plans:**

- Office relocation to the home of the Coops at Holyoake House in Manchester, enabling Woodcraft Folk's London office to generate income to better support organisational activities

- Launch Woodcraft Folk Enterprise, to better manage Woodcraft Folk's Tax and Vat liabilities
- Recruitment of new staff roles to support Woodcraft Folk to grow, including a Membership Assistant, Communications Manager and Fundraiser



Other plans in 2022 include:

- Hosting European Solidarity Corps volunteers at Lockerbrook, Cudham, Biblins and to support communications activity. We will also be recruiting 28 short-term placement volunteers to support Common Ground
- Continuing to deliver youth led green social action with students at the Co-operative Academy Trust schools in Bradford and Leeds as part of the Green Influencers Scheme
- Making progress with our centenary plans by hosting a symposium in partnership with UCL celebrating international friendship

- Returning to face-to-face international projects, supporting members to participate in the IFM-SEI Socialist Education Toolkit, PeaceCommunicators, E-MPACT and Kids Got Rights projects



## 8. FINANCIAL REVIEW



## Principal Funding Sources

There are four key strands to the revenue received by Woodcraft Folk. A significant proportion of income derives from the membership in the form of annual subscriptions, payments for camps, group nights and other events, and purchases from the Folk Supply catalogue. Where appropriate, members are asked to register donations for Gift Aid to enhance the value of these receipts.

A second key funding stream comprises money from grant-making bodies such as Lottery Funds, charitable trusts, foundations and government agencies. Some project work and, where allowable, an element of core funding, is supported by grants from these funders and Awards for All provides a number of small grants to groups for their equipment and local activities which support our volunteers to deliver our key activities for children and young people.

The third source of revenue derives from the co-operative movement. Woodcraft Folk has, since its foundation, been supported by different co-operative societies because of its promotion of co-operative principles and practice and its role in introducing children and young people to these principles through the educational work undertaken. Funding from the co-operative movement includes national, regional and local grants,



some of which are linked to the delivery of co-operative education work in partnership with co-operative societies.

Fourthly, there is the income generated by our outdoor centres delivering environmental education and outdoor activities for our groups, schools and other youth organisations.

## Fundraising

Woodcraft Folk's fundraising strategy seeks to diversify our income streams. The majority of funds are raised from members, supporters and grant-making bodies. Woodcraft Folk does not normally fundraise from members of the general public

who have no pre-existing relationship with the organisation.

The General Council and the Senior Management Team oversee the fundraising carried out by the organisation.

Any complaints about fundraising activities should be directed to the CEO and would be dealt with using the Woodcraft Folk complaints and disputes procedure. Woodcraft Folk received no complaints about fundraising activities during 2021.

Woodcraft Folk did not make use of

a professional fundraiser or commercial participator to raise funds during 2021. Woodcraft Folk are registered with the Fundraising Regulator.

### **Volunteers' Contribution**

Woodcraft Folk is dependent upon the time volunteered by individuals in all areas of our charitable activities and the in kind contribution this makes to the operation of the charity is crucial. We would like to thank all the volunteers who have given up their time to deliver our activities without whom we could not exist.



"I enjoy getting to go out and litter pick in the different environments, it's fun when we get to clear the canal of rubbish using the canoes"

**Child aged 9 participating in a local Woodcraft Folk group**



## Reserves Policy

The Trustees reviewed the charity's Reserves Policy at the start of 2022 and proposed minor amendments to the policy which are highlighted throughout this section of the report. The 2021 Reserves Policy levels are also included. 2021 Reserve levels are compared to both the 2021 and 2022 policies.

Unspent restricted funds are not counted towards free reserves as they can only be spent for the purposes for which they were donated – the trustees cannot change the purpose of the restricted funds without the permission of the donor.

Woodcraft Folk's unrestricted funds fall into two categories:

1. **Designated Funds:** Funds which the Trustees have decided must be spent on a specific purpose within a specific timeframe.



Details of the various designated funds are set out at the end of this policy.

2. **General Reserves:** Funds which are neither restricted nor designated. The Trustees have agreed the following reserves policy to establish target ranges for the working capital reserve and the contingency reserve and to set out guidance for what to do when the levels of reserves fall outside these ranges.

The charity holds the following general reserves, which relate to the core support operations of the charity and those parts of the organisation to which the Trustees delegate authority for managing staff and/or significant assets. This includes our five campsites and outdoor centres.

Since it is the policy of the charity not to borrow money for working capital and for bank accounts not to go overdrawn, a working capital reserve is held to ensure that liabilities can be met when they fall due. The level of the working capital reserve considered necessary is computed taking account of the expected timing of receipts and expenditure and a prudent estimate is that it should be in the range of £100,000 to £200,000. In previous years the policy stated a range of £60,000 to £100,000. The range is based on the assumption that where the charity secures restricted grants they will usually be paid in advance

and would not require Woodcraft Folk to provide working capital for the project.

Even when activities are well planned, there is a degree of uncertainty about future cash flows. Income may fall or expenditure may increase in ways that are not anticipated. The reserves policy includes a target to meet unanticipated financial liabilities, taking account of the financial risks faced by the charity. A prudent estimate of what this should be lies in the range of £100,000 to £250,000.

If free reserves fall below the lower threshold for the Working Capital Reserve and the Contingency Reserve of £200,000 (previously £160,000), the Trustees will agree a plan to rebuild reserves to a prudent level within the next two to three years. The Trustees take the view that it might sometimes be prudent to set a deficit budget to enable investment

that will support rebuilding reserves, but that the charity should not borrow money to invest in income generation.

If free reserves are above the upper threshold for the Working Capital Reserve and the Contingency Reserve of £450,000 (previously £350,000), the Trustees will agree a plan to invest these free reserves in development activity which supports the charitable objects. The Trustees take the view that free reserves should not be used to subsidise routine activity.

Free reserves at 31 December 2021 (excluding funds which have been designated for specific purposes) amounted to £1,017,388 (2020 £176,504). A plan has been developed to invest excess reserves over the next 3-5 years.



## Designated funds

Designated funds (including Tangible Fixed Assets) are as follows:

***Districts, Groups, Regions and Nations Funds:*** Funds collected by individual districts, groups, regions and nations to fund their activities are designated for their specific use. The funds held at 31 December 2021 represent local working capital, funds raised locally for specific projects or capital expenditure.

***Buildings Fund:*** A fund is designated equal to the net book value of the charity's building assets. This is drawn on annually to fund the depreciation on the charity's building assets charged to expenditure over the useful economic lives of the assets. The funds held on 31 December 2021 will be spent over the next 50 years.

***Stock:*** A fund is designated equal to the value of stock held by Folk Supply. The stock has now been liquidated and there is no plan to hold stock in the future due to the sale of merchandise being outsourced to an external provider.

## Going Concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements.

Woodcraft Folk is a charity with a strong supporter base. It has well-established sources of stable and secure income with which to finance its planned activities at the expected level of expenditure. This situation is expected to continue for the foreseeable future.

Woodcraft Folk also makes use of project funding to finance short-term activities in support of its charitable objectives. The charity scales up and scales down its activities and expenditure in accordance with the project funding which it obtains.



The trustees have concluded that there are no material uncertainties about Woodcraft Folk's ability to continue as a going concern. The Trustees believe that while COVID-19 has presented many challenges, the Going Concern of the organisation is not compromised. The combination of reduced expenditure,

COVID-19 relief grants, a gradual return to normal during 2021 and 2022, as well as a large legacy donation in 2021, has ensured a secure financial position. The trustees plan to proactively invest excess funds generated from the large legacy donation in sustainable activity over the next few years.

## Summary of the year

The financial statements on pages 40-57 bring together and report on all the activities of Woodcraft Folk.

Woodcraft Folk generated a significant surplus of £813,286 (2020 deficit of £1,505), due to the recognition of a one-off legacy donation of £725,481. The surplus excluding the legacy was £87,805. Income increased by £813,178 (89%) to £1,727,494 (2020 £914,316). Excluding the legacy donation it increased by £87,697 (10%). Expenditure remained similar to 2020 with a small decrease of £1,613 to £914,208 (2020 £915,821). The increase in income reflects a combination of the one-off legacy donation and an increase in activity as COVID-19 restrictions on activity were removed. Expenditure did not increase by a similar proportion due to Woodcraft Folk's efforts over the last two years to manage its costs and operate more efficiently.

The challenge of managing the financial impact of COVID-19 was supported by generous Government relief grants. Woodcraft Folk received £93,588 (2020 £187,898) through a combination of the Job Retention Scheme and various other COVID-19 relief grants.

Income from donations, excluding the one-off legacy of £725,481, decreased by £34,219 (10%) to £307,932 (2020 £342,151). This was off-set by a significant increase in Fees and Other Income, which increased by £208,811 (143%) to £355,244 (2020 £146,433). The decrease in donations and the increase in fees reflects the increased opportunity for participation in Woodcraft Folk activities, with the removal of COVID-19 restrictions, transferring some income from donations to fees.

Expenditure on Charitable Activities increased very marginally by £4,633 (1%) to £910,067 (2020 £905,434), however, this was more than offset by a marginal decrease in expenditure on Raising Funds by £6,246 (60%) to £4,141 (2020 £10,387).

Staff Costs decreased by £65,587 (14%) to £402,710 (2020 £468,297). A significant administration restructure took place in 2020 and the benefits started to be realised in 2021.

Restricted funds increased by £45,955 (8%) to £630,842 (2020 £584,887) as a result of grants being received for activity that had to be postponed during COVID-19, as well as £30,000 of the one-off legacy donation being restricted.

Designated funds decreased by £73,562 (6%) to £1,254,351 (2020 £1,327,913). The Designated Building Fund decreased by £20,159 due to the depreciation of the fixed assets, the Designated Stock Fund decreased by £23,201 as all stock was either sold or used to support activity, and the Designated Projects fund decreased by £10,010 as the funding was used to support the designated project. The Groups, districts, regions & nations designated fund also decreased by £20,192 as groups started to use reserves to fund an increase in activity after COVID-19.

General Reserves increased by £840,893 (476%) to £1,017,388 (2020 £176,495). This was primarily due to the receipt of the one-off legacy donation (£725,481).

Cash increased by £203,772 (19%) to £1,289,238 (2020 £1,085,466), which primarily reflects the surplus of £87,805 (excluding the one-off legacy donation), the cash receipt of £30,000 of the one-off legacy donation, and an increase in Prepaid income of £33,726 (23%) relating to the Common Ground camp and Centre bookings that will take place in 2022. Debtors increased by £726,998 (1116%) to £792,135 (2020 £65,137), which primarily reflects the fact £695,481 of the one-off legacy donation had not been received in cash by the end of 2021. Creditors increased by £68,045 (39%) to £243,207 (2020 £175,162) due to the Prepaid income discussed above and an increase in Trade Creditors, reflecting the increased levels of activity across the organisation.



## STORIES FROM THE MOVEMENT

The Tamfourhill group have been busy this year growing, planting trees and taking part in community litter picks and promoting picking up your own litter. The children have participated alongside Tamfourhill Community Hub, Scottish Canals, Tidy Clean and Green, TCV, Keep Scotland Beautiful and Our Place Camelon and Tamfourhill.

As part of their remote programme members of our groups in Ipswich mapped local street names. The children noticed on their daily walks that almost all of

Ipswich street names were male, white and quite often colonialists. The group discussed the exceptions and talked about how it was good that a whole section of Ipswich is named after slave abolitionists. The group then decided to voice their thoughts to Ipswich Borough Council, to which they received a reply stating that new roads are now named on themes of nature or local landmarks rather than people. The group have been offered the opportunity to provide suggestions for the next new development in their local area.

# 9. STRUCTURE, GOVERNANCE AND MANAGEMENT

## Governing Document

Woodcraft Folk is a registered charity and a registered company established in July 2012, governed by a Memorandum and Articles of Association. The activities, assets and liabilities of the unincorporated organisation Woodcraft Folk, which was founded in 1925 and was a registered charity, were transferred to the charitable company on 1 January 2013.

## Company Status

Woodcraft Folk is a company limited by guarantee and all company members have agreed to contribute a sum not exceeding £1 in the event of a winding-up.

## Recruitment and Appointment of Trustees

The board of trustees, who are also the directors of the company, is known as General Council and comprises 20 elected members each serving a two-year term, plus a treasurer selected by open recruitment and interview and appointed to serve for five years.

The elected members comprise:

- 10 members, five elected each year by conference ballot
- one member, elected in Scotland from the membership there
- one member, elected in Wales from the membership there
- four Members aged 16 to 24 inclusive, two elected each year by conference ballot
- two DF movement members elected at DF Althing (their own conference)
- two members appointed by the DF Committee (DF members are aged 16 to 20 inclusive)

The Aims, Principles & Programme require a standing invitation for an observer representing the educational activity of the co-operative movement. This place is vacant at the time of writing.

## Induction and Training of Trustees

The General Council handbook was updated during 2021. New trustees attended online induction sessions in October and November 2021, topics covered included:

- Structure of General Council
- Roles and responsibilities of a Trustee
- Introduction to Woodcraft Folk's strategic and business plans
- Financial management & reporting
- Introduction to Safeguarding
- Induction to centres and campsites

New trustees are paired up with an experienced General Council member for ongoing support.

Trustees review practice against the Code of Good Governance, completing self-assessment and identify areas for improvement.

## Remuneration Policy for Key Management Personnel

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day-to-day basis comprise the trustees and the Senior Management Team led by the Chief Executive Officer of Woodcraft Folk. The Senior Management Team includes:

- Head of Membership & Programmes
- Head of Resources
- Head of Centres

Trustees of Woodcraft Folk receive no remuneration for the role but are paid out of pocket expenses arising in the pursuance of their duties.

All staff are paid on a salary scale which is reviewed annually by the trustees as part of the budget-setting process to reflect changes to the cost of living. Woodcraft Folk is committed to paying the Real Living Wage and is a member of the Real Living Wage Foundation.

### Organisational Structure

Woodcraft Folk is a democratically structured membership organisation which operates as part of the voluntary and community sector. Local groups, comprising a team of volunteers, meet regularly to provide a range of activities for children and young people. Where two or more groups exist in a locality, they constitute a district association. Each group and district are entitled to send a delegate to the Annual General Meeting of the company. It is this body of delegates who elect General Council.

There are also conferences held and committees operating in Scotland, Wales and the English regions with varying functions and status. The two nations relate directly with their own governments and send a representative each to General Council. The regions in England have no direct representation on General Council.

The young adult section of the Woodcraft Folk, called DFs, include 16 to 20 year olds organising their own affairs through district, regional and UK-wide bodies



including a DF Committee and their own annual conference, Althing. They elect four delegates to General Council.

The five residential centres and campsites are the responsibility of local committees typically drawn from local districts or the nations/regions in which they are based,

together with General Council representation. During 2021 the Terms of Reference for Centre Committees was reviewed and updated. These local committees are ultimately responsible to General Council who have the final responsibility for the oversight and good management of the centres and campsites.

## Connected Parties & Partnerships

Woodcraft Folk is a member organisation of the International Falcon Movement – Socialist Education International (IFM-SEI). We co-operate with IFM-SEI and its member organisations on several joint projects, funded by the European Union and the Council of Europe. These projects include running and participating in seminars and camps throughout the year.

Woodcraft Folk provides services, including payroll, to the trustees of Darsham Country Centre, an independent charity which operates as part of Woodcraft Folk's network of campsites and outdoor activity centres.

Woodcraft Folk is also a member of Coops UK, Co-operative College, UK Youth, Institute of Outdoor Learning and the British Youth Council.

## Risk Management

General Council is actively involved in reviewing threats to the organisation, monitoring the organisational risk register quarterly. Woodcraft Folk's risk register explores risks in the following categories:





- Governance & strategy
- Our young members
- Our volunteers
- Our staff
- Our property
- Compliance
- Our finances
- Our reputation
- Our IT
- Our operations

The Risk Register includes a summary of significant risks, mitigations, accountabilities, priorities for action and deadlines. The Trustees consider the key risks to be as follows:

### 1. Governance and oversight –

Woodcraft Folk comprises 300 local branches, projects and centres supported by a small staff team and an elected board of trustees (General

Council). Working as one charity is a priority to Trustees and staff.

**2. Finance** – Although the organisation holds significant assets and has what appears to be a relatively high cash balance, most liquid assets are designated for use by local branches of the organisation to deliver activities directly to children and young people.

All financial actions within Woodcraft Folk are subject to its comprehensive

**2,162**  
registered  
adult  
members



financial procedures, which are regularly reviewed. Operational management of agreed budgets is delegated to staff members.

Woodcraft Folk's Head of Resources submits financial reports to General Council quarterly, highlighting progress against agreed budgets.

**3. Safeguarding** – As an organisation working with children and young people there is always a risk of a safeguarding or major child protection incident which would have direct impacts on beneficiaries and indirect, reputational, impacts on the organisation.

Woodcraft Folk follows best practice in safer recruitment and screening. It also has a Lead Trustee for

Safeguarding who chairs a Review group, who meet twice a year to identify lessons learnt and training needs in response to complaints, incidents, and accidents.

The organisation's safeguarding policy and procedures are reviewed annually by the Trustees in conjunction with the lead and deputy safeguarding officers (both members of staff). They are promoted throughout the organisation and are supported by training at grassroots level and online resources. Full details are on our website at [www.woodcraft.org.uk/safeguarding](http://www.woodcraft.org.uk/safeguarding)

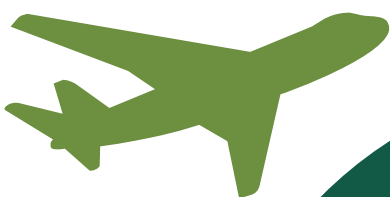
A Taylor  
Chair of trustees:

Approved on 16/06/2022

## STORIES FROM THE MOVEMENT

In the run up to COP26, two of Woodcraft Folk's young members Maddy Taylor & Seren Waite, joined MP Luke Pollard to discuss the climate emergency. Both spoke online as part of an event hosted by Co-operative Party's Youth Network.

The meeting explored the importance of the climate emergency, expectations of COP26, what actions young people have been taking to address the climate emergency and their demands of senior politicians. Seren shared her experience of teaching younger children about climate change and climate science through games and activities.



We hosted **3**  
ESC placements

## 10. AUDITOR'S OPINION

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We have audited the financial statements of Woodcraft Folk (the 'charitable company') for the year ended 31 December 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and the notes to the financial statements.

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 charitable company's affairs as at 31 December 2021 and of its income and

expenditure 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 Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

## **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 charitable company 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**

In auditing the financial statements,

we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## **Other information**

The trustees are responsible for the other information. The other information comprises the

the information included in the 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.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

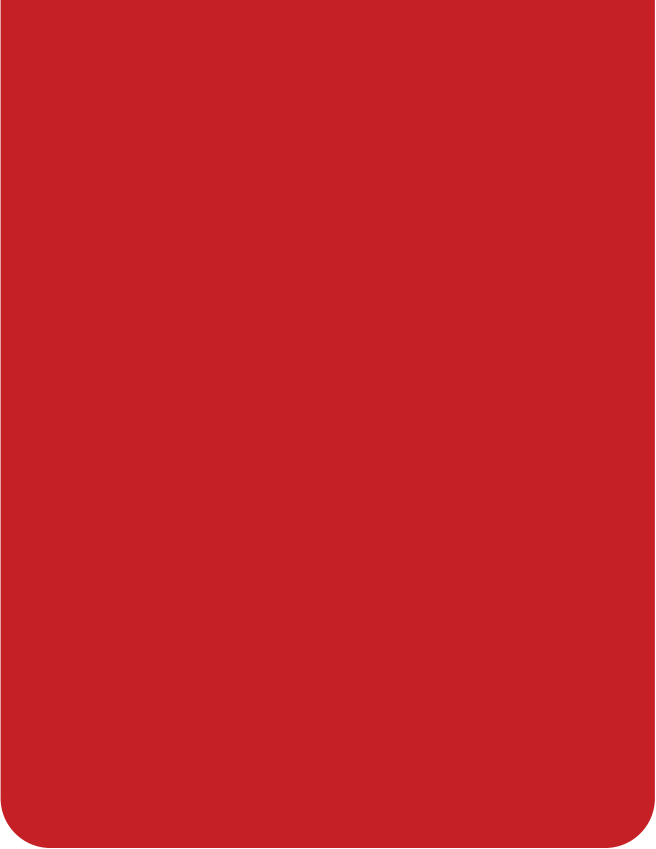
- the information given in the trustees' report, which is also the directors' report for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report, which is also the directors' report for the purposes of company law, has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect





preparing the trustees' report and from the requirement to prepare a strategic report.

## **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees who are also the directors, are responsible for assessing the charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

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

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

of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- proper and adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in

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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material

misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations; and
- We obtained an understanding of the legal and regulatory frameworks applicable to the charity and the sector in which it operates. We determined that the following laws and regulations were most significant: 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 (FRS 102), the Companies Act 2006, the Charities Act 2011 and Charities and Trustee Investment

(Scotland) Act 2005, regulation 8 of the Charities Accounts (Scotland) Regulations (as amended), The Code of Fundraising Practice and safeguarding regulations.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.
- To address the risk of fraud through management bias and override of controls, we:
- performed analytical procedures to identify any unusual or unexpected relationships; and
- tested journal entries to identify unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above.

The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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.

## Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charity's trustees as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Catherine Biscoe (Senior Statutory Auditor)  
For and on behalf of Buzzacott LLP, Statutory Auditor  
130 Wood Street  
London  
EC2V 6DL

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Date: 17 August 2022

**Woodcraft Folk**  
**Statement of financial activities (including income and expenditure account)**  
**Year to 31 December 2021**

	Notes	Un- restricted funds £	Restricted funds £	Total funds 2021 £	Un- restricted funds £	Restricted funds £	Total funds 2020 £
<b>Income and expenditure</b>							
<b>Income from:</b>							
Donations and legacies	1	1,001,769	31,644	1,033,413	315,479	26,672	342,151
Other trading activities	2	1,900	-	1,900	11,648	-	11,648
Investments	3	396	-	396	264	-	264
Charitable activities	4						
Folk Supply		2,870	-	2,870	2,591	-	2,591
Specific grants & projects		119,837	213,834	333,671	171,637	239,592	411,229
Fees and other income		355,244	-	355,244	146,196	237	146,433
<b>Total Income</b>		<b>1,482,016</b>	<b>245,478</b>	<b>1,727,494</b>	<b>647,815</b>	<b>266,501</b>	<b>914,316</b>
<b>Expenditure on:</b>							
Raising funds		4,141	-	4,141	7,476	2,911	10,387
Charitable activities		710,544	199,523	910,067	740,736	164,698	905,434
<b>Total expenditure</b>	5	<b>714,685</b>	<b>199,523</b>	<b>914,208</b>	<b>748,212</b>	<b>167,609</b>	<b>915,821</b>
<b>Net income/(expenditure) for the year</b>	7	<b>767,331</b>	<b>45,955</b>	<b>813,286</b>	<b>(100,397)</b>	<b>98,892</b>	<b>(1,505)</b>
<b>Net movement in funds for the year</b>		<b>767,331</b>	<b>45,955</b>	<b>813,286</b>	<b>(100,397)</b>	<b>98,892</b>	<b>(1,505)</b>
Fund balances brought forward at 1 January 2021		1,504,408	584,887	2,089,295	1,604,805	485,995	2,090,800
<b>Fund balances carried forward at 31 December 2021</b>	13, 14	<b>2,271,739</b>	<b>630,842</b>	<b>2,902,581</b>	<b>1,504,408</b>	<b>584,887</b>	<b>2,089,295</b>

All of the charitable company's activities during the above two financial periods derived from continuing activities.

All recognised gains and losses are included in the statement of financial activities.

## Woodcraft Folk

### Balance sheet 31st December 2021

	Notes	2021 £	2021 £	2020 £	2020 £
<b>Fixed assets</b>					
Tangible assets	10		1,064,415		1,094,492
<b>Current assets</b>					
Stock		-		19,362	
Debtors	11	792,135		65,137	
Cash at bank and in hand		1,289,238		1,085,466	
		<u>2,081,373</u>		<u>1,169,965</u>	
<b>Creditors</b>					
Amounts falling due within one year	12	(243,207)		(175,162)	
<b>Net current assets</b>			<u>1,838,166</u>		<u>994,803</u>
<b>Net assets</b>			<u>2,902,581</u>		<u>2,089,295</u>
<b>The funds of the charity</b>					
Restricted funds	14		630,842		584,887
Unrestricted funds					
Designated	13	1,254,351		1,327,913	
General		1,017,388		176,495	
			2,271,739		1,504,408
<b>Total charity funds</b>			<u>2,902,581</u>		<u>2,089,295</u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The notes on pages 47-57 form part of the financial statements.

Approved and authorised for issue by the Board and signed on its behalf by Agnes Taylor:

A Taylor  
Chair of trustees:

Approved on 16/06/2022

Company registration number 8133727 (England and Wales)

## Woodcraft Folk

### Statement of cash flows 31 December 2021

		2021 £	2020 £
<b>Cash inflow from operating activities:</b>			
Net cash provided by operating activities	A	203,376	102,590
<b>Cash inflow from investing activities:</b>			
Interest received		396	264
<b>Change in cash and cash equivalents in the year</b>		<b>203,772</b>	<b>102,854</b>
<b>Cash and cash equivalents at 1 January 2021</b>	B	1,085,466	982,612
<b>Cash and cash equivalents at 31 December 2021</b>	B	<b>1,289,238</b>	<b>1,085,466</b>

Notes to the statement of cash flows for the year to 31 December 2021

#### A Reconciliation of net expenditure to net cash inflow from operating activities

	2021 £	2020 £
Net income (expenditure) (as per statement of financial activities)	813,286	(1,505)
Depreciation charge	30,077	30,076
Interest receivable	(396)	(264)
Decrease in stocks	19,362	9,359
(Increase)/decrease in debtors	(726,998)	35,530
Increase in creditors	68,045	29,394
<b>Net cash provided by operating activities</b>	<b>203,376</b>	<b>102,590</b>

#### B Analysis of cash and cash equivalents

	2021 £	2020 £
<b>Total cash and cash equivalents:</b>		
Cash at bank and in hand	1,289,238	1,085,466

Reconciliation of net debt:	At 1 January 2021 £	Cash flows £	At 31 December 2021 £
Cash at bank and in hand	1,085,466	203,772	1,289,238
	<b>1,085,466</b>	<b>203,772</b>	<b>1,289,238</b>



## **Woodcraft Folk**

### **Principal accounting policies 31 December 2021**

#### **Basis of preparation:**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are laid out below.

#### **Basis of accounting**

The financial statements have been prepared under the historic cost convention with items initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or notes to these financial statements.

The financial statements have been prepared in accordance with the principles set out in 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 (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

#### **Critical accounting estimates and areas of judgement**

The preparation of financial statements requires the use of certain critical accounting estimates and judgements. It also requires the trustees to exercise judgement in the process of applying accounting policies.

Areas requiring the use of estimates and judgements that may impact on the charity's financial activities and financial position include the following:

- Woodcraft Folk estimates the value of legacy assets on the basis of information provided by independent experts.
- Woodcraft Folk recognises property as a tangible fixed asset where the property is held by an Official Custodian on behalf of Woodcraft Folk and/or where Woodcraft Folk controls the benefits that derive from the property.
- Woodcraft Folk estimates the useful economic life of tangible fixed assets for the purpose of determining the annual depreciation charge.



## Going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. They have made this assessment in respect of at least one year from the date of approval of these financial statements.

Woodcraft Folk is a charity with a strong supporter base. It has well-established sources of stable and secure income with which to finance its planned activities at the expected level of expenditure. This situation is expected to continue for the foreseeable future.

Woodcraft Folk also makes use of project funding to finance short-term activities in support of its charitable objectives. The charity scales up and scales down its activities and expenditure in accordance with the project funding which it obtains.

The trustees have concluded that there are no material uncertainties about Woodcraft Folk's ability to continue as a going concern.

The Trustees believe that while COVID-19 has presented many challenges, the Going Concern of the organisation is not compromised. The combination of reduced expenditure, COVID-19 relief grants, a gradual return to normal during 2021 and 2022, as well as a large legacy donation in 2021, has ensured a secure financial position. The trustees plan to proactively invest excess funds generated from the large legacy donation in sustainable activity over the next few years.

## Income

Income is recognised in the period in which the charity is entitled to receipt, the amount can be measured reliably and it is probable that the funds will be received.

Income is deferred only when the charity has to fulfil performance related conditions before becoming entitled to it or where the donor or funder has specified that the income is to be expended in a future accounting period.

Donations are recognised when receivable and the amount can be measured reliably by the charity.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

### **Expenditure**

Expenditure is recognised on the accrual basis when a liability is incurred. Expenditure includes VAT, since this cannot be recovered, and is included as part of the expenditure to which it relates.

Raising funds comprises those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct costs relating to such activities and all the charity's general support costs.

### **Tangible fixed assets and depreciation**

Fixed assets are stated at cost less accumulated depreciation. Individual items costing less than £5,000 are not capitalised.

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Asset Category	Annual rate
Property	2%
Fixtures, fittings & moveable buildings	10%
Equipment and vehicles	25%

### **Operating leases**

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remains with the lessor, are charged to the Statement of Financial Activities on a straight line basis over the lease term.

### **Stock**

Stocks of purchased goods for resale are valued at the lower of cost and net realisable value.

## Debtors

Debtors are recognised at the settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

## Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition.

## Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipated it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

## Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest rate method.

## Pensions

The charitable company contributes to defined contribution pension schemes on behalf of its employees. The assets of these schemes are entirely separate to those of the charity. The pension cost in Note 8 represents contributions payable by the charity on behalf of the employees and it has no other liabilities to these schemes.

There were no contributions outstanding at the balance sheet date.

## Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through terms of an appeal.



**Woodcraft Folk**  
**Notes to the financial statements**  
**31 December 2021**

**1. Income from Donations and Legacies**

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Donations</b>						
Gifts & Donations	46,506	1,644	48,150	68,461	26,672	95,133
Gift Aid Reclaimed	15,266	-	15,266	13,209	-	13,209
Legacies	749,232	30,000	779,232	15,000	-	15,000
Non-specific core grants	58,343	-	58,343	92,210	-	92,210
Membership income	71,008	-	71,008	72,028	-	72,028
Group subscriptions income	61,414	-	61,414	54,571	-	54,571
<b>Total funds</b>	<b>1,001,769</b>	<b>31,644</b>	<b>1,033,413</b>	<b>315,479</b>	<b>26,672</b>	<b>342,151</b>

**2. Income from other trading activities**

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Other trading activities</b>						
Fundraising activities	1,900	-	1,900	11,648	-	11,648
<b>Total funds</b>	<b>1,900</b>	<b>-</b>	<b>1,900</b>	<b>11,648</b>	<b>-</b>	<b>11,648</b>

**3. Income from investments**

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Investments</b>						
Bank interest	396	-	396	264	-	264
<b>Total funds</b>	<b>396</b>	<b>-</b>	<b>396</b>	<b>264</b>	<b>-</b>	<b>264</b>

#### 4. Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Folk Supply</b>	<b>2,870</b>	<b>-</b>	<b>2,870</b>	<b>2,591</b>	<b>-</b>	<b>2,591</b>
<b>Specific grants &amp; projects</b>						
Outdoor activity centres	113,648	-	113,648	136,793	-	136,793
Groups, districts, regions & nations	6,189	36,906	43,095	28,548	44,966	73,514
Youth Investment Fund	-	-	-	-	32,177	32,177
Other projects	-	176,928	176,928	6,296	162,449	168,745
	<b>119,837</b>	<b>213,834</b>	<b>333,671</b>	<b>171,637</b>	<b>239,592</b>	<b>411,229</b>
<b>Fees and other activities</b>						
Outdoor activity centres	204,291	-	204,291	72,427	-	72,427
Groups, districts, regions & nations	134,219	-	134,219	67,056	237	67,293
National	16,734	-	16,734	6,713	-	6,713
	<b>355,244</b>	<b>-</b>	<b>355,244</b>	<b>146,196</b>	<b>237</b>	<b>146,433</b>
<b>Total Funds</b>	<b>477,951</b>	<b>213,834</b>	<b>691,785</b>	<b>320,424</b>	<b>239,829</b>	<b>560,253</b>

Specific Grants includes £93,588 of COVID relief funding (2020: £187,898) for outdoor activity centres and specific projects.



## 5. Expenditure on:

	Staff costs £	Administration £	Depreciation £	Activities £	Other £	2021 £
<b>Raising funds</b>	-	-	-	-	4,141	<b>4,141</b>
<b>Charitable activities</b>						
Folk supply					17,699	<b>17,699</b>
Projects	91,974	3,182	-	19,616	5,083	<b>119,855</b>
Groups, districts, regions & nations	-	1,837	-	160,947	5,520	<b>168,304</b>
Outdoor activity centres	97,931	18,388	15,940	106,520	22,365	<b>261,144</b>
Central activities	191,346	11,120	14,136	48,212	37,592	<b>302,406</b>
Governance	21,459	-	-	-	19,200	<b>40,659</b>
	<b>402,710</b>	<b>34,527</b>	<b>30,076</b>	<b>335,295</b>	<b>107,459</b>	<b>910,067</b>

## Previous year

	Staff costs £	Administration £	Depreciation £	Activities £	Other £	2020 £
<b>Raising funds</b>	-	-	-	-	10,387	<b>10,387</b>
<b>Charitable activities</b>						
Folk supply					13,302	<b>13,302</b>
Projects	73,511	3,469	-	11,398	6,183	<b>94,561</b>
Groups, districts, regions & nations	-	2,253	-	118,766	25,711	<b>146,730</b>
Outdoor activity centres	133,973	6,228	15,940	76,426	28,015	<b>260,582</b>
Central activities	239,353	9,792	14,136	42,028	47,138	<b>352,447</b>
Governance	21,459	-	-	-	16,353	<b>37,812</b>
	<b>468,296</b>	<b>21,742</b>	<b>30,076</b>	<b>248,618</b>	<b>136,702</b>	<b>905,434</b>

## 6. Taxation

Woodcraft Folk is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.



## 7. Net movement in funds

This is stated after charging:

	2021	2020
	£	£
Staff costs (note 8)	402,710	468,297
Auditor's remuneration	15,180	15,380
Depreciation charges	30,077	30,076
Operating lease payments	19,500	19,500
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Statutory audit	15,180	15,380

## 8. Staff Costs

Staff costs during the year were as follows:

	2021	2020
	£	£
Wages and salaries	358,734	429,117
Social security costs	29,703	25,625
Pension costs	14,273	13,554
	<b>402,710</b>	<b>468,296</b>

The average number of employees during the year, calculated on average headcount and full time equivalent, was as follows:

	Headcount		FTE	
	2021	2020	2021	2020
Administration	5.3	7.8	4.0	5.8
Regions & Nations	1.0	1.0	1.0	0.4
Outdoor Activity Centres	5.9	6.1	4.0	4.4
Projects	6.2	5.3	3.6	3.0
<b>Total</b>	<b>18.4</b>	<b>20.2</b>	<b>12.6</b>	<b>13.6</b>

No employees received emoluments of more than £60,000 per annum (2020: none).

The key management personnel of the charity in charge of directing, controlling, running and operating the charity on a day to day basis comprise the trustees, and the Senior Management Team, which consists of the Chief Executive Officer, the Head of Resources, the Head of Membership & Programmes, and the Head of Centres. This Senior Management Team structure was developed and initiated in October 2020 and replaced the previous structure of the Director of Operations & Finance, and the Director of Development. The total remuneration, including employer's pension contributions, of the key management personnel for the year was £120,682 (2020: £90,738). There were no taxable benefits.

No staff were made redundant in the year compared to two in 2020. Redundancy costs were therefore £nil (2020: £21,520).

## 9. Trustee remuneration and expenses, and related party transactions

Neither General Council nor any persons connected with them received any remuneration during the year.

Eight members (2020: 7) of the General Council received travel and subsistence expenses during the year of £2,177 (2020: £396). This figure increased due to the re-introduction of some physical Trustee meetings, replacing some of the online meetings as COVID-19 activity restrictions were removed. A hybrid model will be adopted as standard practice.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year.

## 10. Fixed Assets

	Freehold land & buildings £	Leasehold land & buildings £	Fixtures, fittings & moveable buildings £	Equipment & vehicles £	Total £
<b>Cost</b>					
At 1 January 2021	652,434	706,825	181,790	47,845	<b>1,588,894</b>
<b>At 31 December 2021</b>	<b>652,434</b>	<b>706,825</b>	<b>181,790</b>	<b>47,845</b>	<b>1,588,894</b>
<b>Depreciation</b>					
At 1 January 2021	146,262	134,294	166,001	47,845	<b>494,402</b>
Charge for the year	10,970	14,137	4,970	-	<b>30,077</b>
<b>At 31 December 2021</b>	<b>157,232</b>	<b>148,431</b>	<b>170,971</b>	<b>47,845</b>	<b>524,479</b>
<b>Net book value</b>					
<b>At 31 December 2021</b>	<b>495,202</b>	<b>558,394</b>	<b>10,819</b>	<b>-</b>	<b>1,064,415</b>
At 31 December 2020	506,172	572,531	15,789	-	1,094,492



## 11. Debtors

	2021	2020
	£	£
Other debtors	720,188	21,544
Prepayments	71,947	43,593
	<b>792,135</b>	<b>65,137</b>

## 12. Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals	20,984	23,699
Other	43,212	6,178
Deferred income	179,011	145,285
	<b>243,207</b>	<b>175,162</b>

	2021	2020
	£	£
Deferred income:		
At 1 January 2021	145,285	72,120
Deferred in year	33,726	73,165
At 31 December 2021	<b>179,011</b>	<b>145,285</b>

Deferred income relates to income received for camps and centre bookings that will take place in 2022.



### 13. Designated Funds

	As at 1 January 2021 £	New designations £	Released £	As at 31 December 2021 £
Groups, districts, regions & nations	514,419	251,243	(271,435)	494,227
Buildings Fund	780,283	-	(20,159)	760,124
Stock	23,201	-	(23,201)	-
Projects	10,010	-	(10,010)	-
	<b>1,327,913</b>	<b>251,243</b>	<b>(324,805)</b>	<b>1,254,351</b>

Previous Year	As at 1 January 2020 £	New designations £	Released £	As at 31 December 2020 £
Groups, districts, regions & nations	606,770	216,843	(309,194)	514,419
Buildings Fund	780,463	-	(180)	780,283
Stock	28,721	-	(5,520)	23,201
Projects	-	10,010	-	10,010
	<b>1,415,954</b>	<b>226,853</b>	<b>(314,894)</b>	<b>1,327,913</b>

Funds have been designated by the General Council for the following purposes:

Groups, districts, regions & nations – All assets held by groups, districts, regions & nations that are not restricted, to be used by the group, district, region or nation holding the assets.

Building funds – The net book value of unrestricted funds tied up in property, which are not therefore readily available for other use.

Stock – This represents stock held by the charity to be used for future income generation. The value of stock at the end of 2021 was £nil and it is anticipated stock will not be held in the future as sales of merchandise has been outsourced to an external provider.

Projects – The funding received in 2020 and expensed in 2021 relates to a grant from the Three Monies Trust.



#### 14. Restricted funds

	As at 1 January 2021 £	New designations £	Released £	Transfers £	As at 31 December 2021 £
<b>Projects</b>					
Western Sahara	5,975	-	-	-	5,975
#Iwill Bereavement project	10,000	10,000	(6,848)	-	13,152
ESC Projects	26,707	43,906	(25,366)	-	45,247
Kids Got Rights project	-	28,364	(12,247)	-	16,117
Other projects	74,707	94,658	(118,307)	-	51,058
	<b>117,389</b>	<b>176,928</b>	<b>(162,768)</b>	<b>-</b>	<b>131,549</b>
<b>Groups, districts, regions &amp; nations</b>	<b>154,457</b>	<b>68,550</b>	<b>(28,029)</b>	<b>-</b>	<b>194,978</b>
	<b>154,457</b>	<b>68,550</b>	<b>(28,029)</b>	<b>-</b>	<b>194,978</b>
<b>Outdoor activity centres</b>					
Cudham	-	-	-	-	-
Lockerbrook	-	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fixed asset funds</b>					
Cudham	59,932	-	(1,709)	-	58,223
Lockerbrook	108,592	-	(2,973)	-	105,619
Heightgate	144,517	-	(4,044)	-	140,473
	<b>313,041</b>	<b>-</b>	<b>(8,726)</b>	<b>-</b>	<b>304,315</b>
<b>Total restricted funds</b>	<b>584,887</b>	<b>245,478</b>	<b>(199,523)</b>	<b>-</b>	<b>630,842</b>

	As at 1 January 2020 £	New designations £	Released £	Transfers £	As at 31 December 2020 £
<b>Projects</b>					
Western Sahara	8,694	-	(2,719)	-	5,975
Youth Investment Fund project	22,127	32,177	(49,304)	-	5,000
NVOSF projects	8,470	-	(8,470)	-	-
Early Intervention Fund project	(3,802)	21,250	(17,070)	-	378
Camelon project	18,660	4,946	(20,413)	-	3,193
Green Influencers	-	18,000	(443)	-	17,557
Team Volunteering	-	17,435	-	-	17,435
Other projects	9,055	100,351	(41,555)	-	67,851
	<b>63,204</b>	<b>194,159</b>	<b>(139,974)</b>	<b>-</b>	<b>117,389</b>
<b>Groups, districts, regions &amp; nations</b>	<b>85,993</b>	<b>72,342</b>	<b>(3,878)</b>	<b>-</b>	<b>154,457</b>
	<b>85,993</b>	<b>72,342</b>	<b>(3,878)</b>	<b>-</b>	<b>154,457</b>
<b>Outdoor activity centres</b>					
Cudham	7,182	-	(7,182)	-	-
Lockerbrook	7,836	-	(7,836)	-	-
	<b>15,018</b>	<b>-</b>	<b>(15,018)</b>	<b>-</b>	<b>-</b>
<b>Fixed asset funds</b>					
Cudham	61,641	-	(1,709)	-	59,932
Lockerbrook	111,565	-	(2,973)	-	108,592
Heightgate	148,574	-	(4,057)	-	144,517
	<b>321,780</b>	<b>-</b>	<b>(8,739)</b>	<b>-</b>	<b>313,041</b>
<b>Total restricted funds</b>	<b>485,995</b>	<b>266,501</b>	<b>(167,609)</b>	<b>-</b>	<b>584,887</b>



**Restricted funds represent monies to be used for the following specific purposes:**

Western Sahara	Promotion of solidarity with counterparts in Western Sahara
Youth Investment Fund	Project to grow new Woodcraft Folk groups in the East of England, funded by the Big Lottery Fund – Youth Investment Fund
National Voluntary Organisations of Scotland Funds (NVOSF)	Projects to improve skills and confidence in volunteers and staff.
Early Intervention Fund	Scottish Government’s Children, Young people & Families Early Intervention Fund to support Woodcraft Folk activities in Scotland. The grant is received in arrears and this accounts for the negative fund balances.
Camelon New groups Project	Funded by the Big Lottery Scotland Our Place Initiative, to provided opportunities for disadvantaged children in Scotland.
Green Influencers	The Green Influencers Scheme is a project match- funded through the Ernest Cook Foundation, #iwill Fund, The National Lottery Community Fund and Department of Culture, Media & Sport. The scheme will support green youth social action in communities across Bradford & Leeds
Kids Got Rights	A project designed to explore and promote the rights of children
#Iwill Bereavement	A project funded by the Co-Op Foundation as part of a UK-wide campaign to get 6 out of 10 young people involved in social action.
ESC Projects	The European Solidarity Corps fund a range of projects, providing opportunities for individuals from around Europe to become involved with the organisation.
Groups, Districts, Regions and Nations	Funds raised by groups, districts, regions and nations for specific projects.
Outdoor Activity Centres	Funds raised by the centres for specific projects.
Fixed Asset Funds	Balance of grants and donations received for the purchase of fixed assets and not yet expended by depreciation on the related assets.

## 15. Analysis of net assets between funds

	General funds £	Designated funds £	Restricted funds £	Total 2021 £
<b>Fund balances at 31 December 2021 are represented by:</b>				
Fixed assets	-	760,099	304,316	1,064,415
Current assets	1,260,595	494,252	326,526	2,081,373
Current liabilities	(243,207)	-	-	(243,207)
	<b>1,017,388</b>	<b>1,254,351</b>	<b>630,842</b>	<b>2,902,581</b>
<b>Previous year</b>				
	General funds £	Designated funds £	Restricted funds £	Total 2020 £
<b>Fund balances at 31 December 2020 are represented by:</b>				
Fixed assets	-	781,461	313,031	1,094,492
Current assets	351,657	546,452	271,856	1,169,965
Current liabilities	(175,162)	-	-	(175,162)
	<b>176,495</b>	<b>1,327,913</b>	<b>584,887</b>	<b>2,089,295</b>

## 16. Lease commitments

At 31 December 2021, the charity had the following commitments under non-cancellable operating leases in respect to property:

	2021 £	2020 £
Amounts payable under operating leases		
Within one year	19,500	19,500
Within 2 to 5 years	78,000	19,500
Over 5 years	19,500	97,500
	<b>117,000</b>	<b>136,500</b>

## 17. Related party transactions

There were no related party transactions in the year to 31 December 2021.



**Woodcraft Folk**  
Education for Social Change since 1925