

PATHFINDERS CAMP (WOODLARKS)

England & Wales · Charity number 1171466

Details

Status Registered

Legal form CIO

Registered 2017-02-03

Register [View on the Charity Commission register](#)

Contact

Address 7 Woodlea Chase
Darwen
BB3 2TP

Phone 07990580356

Email Jane.pyzniuk@btinternet.com

Website <https://www.pathfinderscamp.com>

Activities

Objects: THE PUBLIC INTEREST OF SOCIAL WELFARE, TO IMPROVE THE CONDITION OF LIFE FOR THOSE IN NEED BY REASON OF DISABILITY AND/OR FINANCIAL DISADVANTAGE AND THEIR CARERS, BY THE PROVISION OF LOW-COST CAMPING HOLIDAYS WITH SPECIALIST FACILITIES FOR THE DISABLED, AND BY PROVIDING COMPANIONSHIP AND CARE FOR CAREED FOR DISABLED PEOPLE ATTENDING SUCH HOLIDAYS, ENABLING CARERS TO EITHER COME ON THE HOLIDAY OR TO TAKE A BREAK FROM THEIR CARING ROLES.

Activities: Pathfinders Camp is an annual event that brings together people with, and without, disabilities in order to enjoy a week's camping holiday. Established in 1956 it caters mainly for women aged 18 and over. Around a hundred "Pathfinders" gather in August each year, to share in a holiday based upon a philosophy that encourages everyone to participate in, and share, camp life together.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Disability
- **Who:** People With Disabilities

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£32,952	£19,037	-	-
2023-12-31	£17,045	£16,837	-	-
2022-12-31	£10,748	£13,990	-	-
2021-12-31	£1,842	£5,753	-	-
2020-12-31	£3,064	£1,525	-	-

Trustees

Name	Role	Appointed
JANE PYZNIUK	Chair	2017-02-03
DAVID MICHAEL GROSVENOR		2017-02-03
Georgia Maria Head		2024-02-24
Jo Fulford		2022-11-01
SAMANTHA DUNN		2017-02-03
karen selwood		2022-11-01

PATHFINDERS CAMP (WOODLARKS)

England & Wales - Charity number 1171466

Accounts

Registered Charity Number: 1171466

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2024
FOR
PATHFINDERS CAMP (WOODLARKS)

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1171466

Trustees and Key Management Personnel

	Role
Ms Sam Dunn	Camp Leader & Trustee
Ms Jo Fulford	Trustee, Treasurer & Secretary
Mr Dave Grosvenor	Trustee
Ms Jane Pyzniuk	Chair of Trustees
Ms Karen Selwood	Trustee
Ms Georgia Head	Trustee

Bankers

Lloyds Bank plc
Account held at Abbeymead, Gloucester branch

Address for correspondence:

PO Box 1000
Andover
BX1 1LT

FINANCIAL STATEMENTS AND TRUSTEES' REPORT

The trustees present the financial statements of the charity for the year ended 31st December 2024. The trustees confirm that in their opinion, they have selected suitable accounting policies and applied them consistently; made judgements and estimates which are reasonable and prudent and have prepared the accounts on an on-going concern basis. The trustees believe that the financial statements comply with statutory requirements, the governing document of the charity and the Statement of Recommended Practice relating to charities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Pathfinders Camp (Woodlarks) was registered with the Charity Commissioners (registration number 1171466) on 03rd February 2017. The charity is controlled by its governing document – Constitution of Pathfinders Camp (Woodlarks), dated 09th April 2016.

Recruitment and appointment of new trustees

Additional and/or replacement trustees will be identified by the current trustees. The criteria are that any new trustee would have experience and knowledge likely to benefit the charity. New trustees would be trained by existing trustees. We remained of the mind that it is important to have user representation at trustee level, and a couple of campers, who may have the abilities needed to represent the breadth of the user voice, were identified. One of our disabled campers agreed to become a trustee and was appointed to that role at the spring planning meeting in February 2024. This gives the charity a trustee with 'lived experience', who can give voice to the camper perspective.

Risk management

A member of the leadership team is responsible for creating and updating a comprehensive risk assessment for all activities undertaken across the week at camp each year. This includes risks inherent in camp daily chores and routines as well as any risks that might ensue during the various activities and leisure opportunities on offer during the week.

All new candidates for Pathfinders Camp are asked to provide the names and addresses of two referees when they apply for a place at camp. This rule applies for both disabled campers and non-disabled volunteers. All volunteer helpers are required to undergo an Enhanced DBS check, that includes clearance to work with vulnerable adults and with children, as a part of their application process. New volunteers are given an initial training/orientation session when they arrive at camp, and then work with more experienced volunteers until they feel more confident in undertaking personal care tasks more independently. All campers (or their parent/guardian, where more appropriate) sign a declaration which states that they are aware that they will be supported by unqualified volunteer help whilst at camp. Campers and carers are encouraged to submit care plans and details of the support they will need whilst on camp, again as a part of the application process.

OBJECTIVES AND ACTIVITIES

Income

See accounts

Expenditure

See accounts

Public benefit

The trustees are confident that the charity offers services of real and practical value to the applicants who attend the annual camping holiday, whilst also providing affordable and valuable respite to family members and other carers. More widely, by bringing together (mostly) women of all ages above 16, with and without disabilities, it helps to foster inclusive relationships. It therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

ACHIEVEMENTS AND PERFORMANCE

The online application process designed and built by one of our crew members was used for all camp applications this year. It was warmly welcomed by campers and helpers alike, as a simpler and more convenient way to apply.

The pre-season working party at Woodlarks has become a bit of a tradition now, and 16 of our regular volunteers met up at Woodlarks for the last weekend of April 2024. The campsite warden creates a huge job list and we work away at whatever tasks might need to be undertaken in order for the site to look its best before the first camps arrive from mid-May onwards. We replaced shelves, sanded tables, repaired benches, sowed wild-flower seeds to continue to attract pollinating insects to the woodlands, helped with pool maintenance, fixed taps, planted trees, emptied the cooking pot store, washed all the pots and put them back tidily, cleared the guttering on the pool changing rooms, and delivered fire buckets to all cook-out sites around the beautiful 12 acre site, with many more jobs completed. We were incredibly fortunate with the weather, so lots was achieved, many, many pieces of cake, brownies and cookies were eaten at coffee breaks, and much fun was had by all. It is great to be able to give back in this way to the campsite that makes it possible for Pathfinders Camp to run each summer.

One of our senior volunteers had suggested that a sponsored event based upon tackling the 'Yorkshire Three Peaks' challenge could be a good fund raiser, and in July 2024, a group of Pathfinders gathered in Ingleton to undertake their own challenges under the tagline of 'Push Your Limits for Pathfinders'. Five of our intrepid volunteers managed the entire Three Peaks Challenge within the 12 hour time limit, and others chose to climb one or two peaks, or indeed to follow the Ingleton Waterfall Route, or to act as the all-important 'ground support' team, ensuring that plentiful drinks and high energy snacks were available along the route.

Our accreditation as an Approved Activity Provider (AAP) with the Duke of Edinburgh's Award Scheme, continues to pay handsome dividends and we were fortunate enough to recruit 13 candidates, all aiming to use their engagement with Pathfinders Camp as the residential element of their Gold Award. The fact that we are now able to advertise our opportunity on the DofE website has widened our reach and has resulted in an increase in the number of volunteers available to support our disabled campers.

Our camp in 2024 was attended by 87 people, marginally up on the figure of 85 people who attended in 2023. The total population at Pathfinders Camp in August 2024 comprised 29 disabled campers (as we had in 2023) and 58 non-disabled volunteers (up from 56 in 2023). Within that total, the leadership group, or 'crew', comprised 19 people, whose roles ensured that the 68 other Pathfinders were able to participate in a week's camping holiday with a full programme of activities available, on-site.

Of the disabled campers, 25 had been to Pathfinders previously (up from 23 in 2023) and 4 were new campers (down from 6 in 2023), some of whom may have attended other camps at Woodlarks and some who had never camped anywhere previously. Of the volunteer helpers, 16 were 'first time' volunteers (up from 22 in 2023) and of those 16 new volunteers, 13 were DofE Gold Award candidates, as mentioned above. The remaining 42 volunteers (up from 34 in 2023), were returning to Pathfinders Camp, and again, some members of this group have been helping at camp for 40 or 50 years. Thus, Pathfinders Camp continues to maintain a loyal group of regular attendees but still enables and

actively encourages new campers and new volunteers to take part. As far as it is possible, we try to provide 'age appropriate' helpers for each of our campers. This means that our next challenge is to try to find ways to recruit some older 'first time' helpers, so that we have a more diverse age range of helpers available. The youngest attendee this year was 17 years old, and the eldest attendee was 73. Although Pathfinders Camp is set up primarily as a provision for women, 8 men attended the 2024 camp. Male attendees are predominantly members of the leadership group and usually have no personal care responsibilities. Some of this data has been summarised as an impact statement, attached here as Appendix 1.

The focused training session for volunteer helpers, first delivered to the entire volunteer cohort in August 2022, was deemed to be so successful, that it has been incorporated permanently into our operating procedures. The entire package, which includes manual handling, safeguarding, emergency procedures, privacy and dignity, amongst other related topics, was again delivered to all helpers, including the crew.

An unprecedented incident prompted an early evacuation of camp from the Thursday evening onward, rather than on Friday as planned. There is more detail about this in the Camp Leader's report which follows. An outbreak of D&V, which was later confirmed to be a Norovirus epidemic, began on Tuesday evening and spread rapidly throughout camp. As required, we reported this to the local Environmental Health team and we attended a meeting with them on Friday morning, along with the Warden and Secretary for the campsite, and trustees for Woodlarks Camp Site Trust, to consider the likely reasons for the occurrence and any implications for the next camp due onsite. The consensus was that it is most likely that one of our attendees was already a carrier of the virus prior to her arrival on camp. The evacuation was carried out with the minimum of fuss and drama, and everyone who was 'well enough' ensured that our campers, and ailing helpers, continued to receive the care and support they needed, until they were collected. It is a testament to the organisation as a whole that this incident was handled so effectively. One parent-carer, who had driven up to camp to collect her daughter, reflected that at least the charity can be assured that the emergency protocols that have been put in place are fit for purpose. It is also a demonstration of the quality of the Pathfinders Camp team, that their diligence in cleaning and disinfecting the site before the last few people left site meant that nobody in the camp following Pathfinders Camp became ill.

The fact of the evacuation meant that the DofE exit interviews, which form the basis of their assessments, could not be undertaken at the end of camp, and were instead done subsequently by Zoom call. It was apparent that because the candidates had had a week to reflect on their experiences, they were able to give a fuller account of their experience and learning during the residential. Their reflections are attached herewith as Appendix 2.

It remains an important tradition within Pathfinders Camp that everyone attending pays the same level of camp fees, whether they attend as a disabled camper, as a volunteer helper or as a member of the leadership team or 'crew'. This enables the charity to keep the cost of the holiday as low as possible, with a view to ensuring that even where attendees may be totally reliant upon benefits for their income, attending Pathfinders Camp should remain a possibility. In addition to this general principle, there is a mechanism whereby all or part of the camp fee can be waived for an individual, at the Trustees' discretion, where funds are tight for whatever reason. This rule can be applied both for disabled campers and volunteers. The level of donations received each year has thus far allowed these costs to be absorbed without the need to 'ringfence' a separate amount for this purpose.

The project to create a permanent wheelchair accessible orienteering course in the woodlands at Woodlarks Campsite, pioneered by two of our Trustees came to fruition this year. This additional facility was enjoyed by many users of Woodlarks Campsite, from the beginning of the 2024 camping season.

FINANCIAL REVIEW

Reserves policy & financial risk

Our policy is to maintain a cash reserve between 50% and 100% of the expenditure of the previous year's camp. This "buffer" enables us to continue our policy of keeping costs to disabled campers and volunteer helpers as low and affordable as possible, whilst at the same time reducing any financial risk to the charity. This was an unusual year from a financial point of view, as Pathfinders Camp received a large and unexpected legacy from the estate of a woman whose extended family members have helped at Pathfinders Camp over many years and several generations. This meant that for the first time, our assets have been sufficient as to require an independent audit of our finances. This was requested from Mr Callum Hughes by our treasurer, and his report has been included in the financial section.

FUTURE DEVELOPMENTS

The trustees foresee no changes in their objectives in the forthcoming year.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP and FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

The trustees are responsible for keeping sufficient 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 and the Charity (Accounts and Reports) Regulations 2008. 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.

SIGNED BY THE CHAIR OF TRUSTEES



Jane Pyzniuk

Date: 06th October 2025

ACTIVITIES

Camp 2024 was filled with fun, and themed around “The Enchanted Woods”. After the arrival of helpers, we held training sessions for all helpers (and crew), and once the campers had arrived, we started with ‘Butterfly netting’ with crew members dressed as butterflies and the patrols working as a team to ‘net’ the butterflies within a time limit. This proved to be a fun, light relief after the training sessions and a good team building exercise to help the teams get to know each other.

Activities this year had a visit from a local petting zoo with goats, miniature donkeys, and piglets, this was very much enjoyed. Alongside this, the Outdoor Education Company once again visited with the outdoor inflatable laser tag which was very well received, and much fun was had by all.

As ever, we used both the aerial runway and wheelchair swing facilities on-site and these are always popular with attendees. We also enjoyed quiz night, campfires, a wide-game, and a party night as well as arts and crafts linked to the theme.

The arts & craft-based activities, always remain popular for the ‘take home’ items which folks could make linked to our ‘Enchanted Woods’ theme, including bath/shower bombs made from natural ingredients, dying pillowcases with natural dyes, and making decorations for use at party night.

INCIDENTS

As anticipated, when camping with a large group, several standard first aid incidents were seen (scratches, insect bites etc).

Later in the week, we had a significant event with approx. 33% of attendees, mainly helpers, coming down with D&V which turned out to be norovirus. As this proceeded on Tuesday and Wednesday with more individuals coming down with it, a decision was made early Thursday evening that we had to send folk home. We started with campers as we were no longer able to provide appropriate levels of care with the reduced numbers of folk well enough to provide intimate care. Further cases were seen once folk had returned to their homes. As folk became ill, we implemented specified areas as ‘quarantine’ areas to try to reduce further spread.

The new application system came into its own at this point allowing for the emergency contact / pick up contact to be sourced and phone calls made. 4 hours of phone calls resulted in the majority of folk (helpers and disabled participants alike) being collected from camp. I as Camp Leader, and a small team of crew stayed up all night to greet those collecting folk who were travelling unexpectedly from all over the country, and to provide care (and quarantine) to further folk succumbing to the virus. Fantastic assistance was provided by the warden and secretary at Woodlarks with additional flood lighting for cars arriving in the wee hours, as well as additional cleaning supplies.

REFLECTIONS

We had another good set of Duke of Edinburgh participants for their residential section of the Gold award. Camp 2024 saw 87 participants. 11 disabled applicants were not offered places due to being over-subscribed and 1 applicant dropped out. Whilst this continues to be disappointing to those who do not get a space, it is a reflection of the popularity of Pathfinders.

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE CAMP LEADER
FOR THE YEAR ENDED 31st DECEMBER 2024

The new application system worked well, and enabled not only easier applications for folk using it, it provided improved data to aid the running of camp. Several improvements have been identified which can be implemented prior to the 2025 applications being opened and this will continue to be an evolving process.

The impact of the Norovirus saw the true nature of Pathfinders at its best, with all folk who were able to, pulling together and handling the situation incredibly well and it is a testament to all of our participants as to how well this worked. Although upsetting for a lot of folk with people having to leave early, and unexpectedly, this was handled well by all.

Prior to the Norovirus outbreak, yet again, everyone involved with camp, whether in person, in crew, virtually in the background or coming to camp as participants have done a fantastic job in facilitating Pathfinders and ensuring a good fun-filled week is on offer and able to be enjoyed by all participants.

SIGNED BY THE CAMP LEADER



Sam Dunn

Date: 8th October 2025.

Independent examiner's report to the trustees of Pathfinders Camp (Woodlarks)

I report to the trustees on my examination of the accounts of Pathfinders Camp (Woodlarks) for the year ended 31st December 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Callum Hughes

Associate Chartered Management Accountant, Chartered Global Management Accountant

20 Newland View, Cheltenham, GL51 0RE

19th May 2025

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TREASURER
FOR THE YEAR ENDED 31st DECEMBER 2024

	Notes	2024 £	2023 £
INCOMING RESOURCES			
Camp fees	1	15,659.52	13,334.39
Donations	2	12,674.82	1,758.92
Fundraising	3	4,617.59	1,951.24
Total incoming resources		<u>32,951.93</u>	<u>17,044.55</u>
RESOURCES EXPENDED			
Campsite fees	4	9,203.00	8,176.00
Consumables	5	4,279.56	3,891.84
Activities	6	1,895.96	2,119.52
Planning and administration	7	2283.71	2,014.45
Merchandising	8	474.50	
Donations	9		148.57
Other	10	900.00	486.66
Total resources expended		<u>19,036.73</u>	<u>16,837.04</u>
NET MOVEMENT IN FUNDS		<u>13,915.20</u>	<u>207.51</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		8,786.33	7,557.03
Cash in hand		1,137.04	1,021.79
TOTAL FUNDS CARRIED FORWARD		<u>23,838.57</u>	<u>8,786.33</u>

Notes

1. Fees from campers and volunteer helpers
2. Significant donors:
 - Carol Drury; Ellen Challis; Lorraine Brown; Leanne Holman and the estate of the Late Mrs Marjory Petch
3. Fundraising throughout the year – noteworthy contributions from:
 - Sponsored walk of the Yorkshire 3 Peaks
 - Merchandising
 - ‘Pennies for Pathfinders’ collecting tins, easy fundraising and PayPal
4. Fees to Woodlarks Campsite Trust inc. electricity and gas
5. Consumables inc. food for campers and medical supplies
6. Activities put on at camp
7. Costs of consumables other than food at camp and any administration costs such as postage and DBS checks
8. Purchase of stock for fundraising
9. Donations to Woodlarks Camp Site Trust for on-site facilities
10. Financial assistance for participants unable to afford their camp fees and fees refunded for non-attendance

SIGNED BY TREASURER

Jo Fulford

Date: 6th October 2025

APPENDIX 1 – IMPACT STATEMENT

We have chosen to represent the impact of Pathfinders Camp (Woodlarks) graphically to amplify some of the key statistics for camp this year.



APPENDIX 2 – DUKE OF EDINBURGH CANDIDATES’ REFLECTIONS

We undertook a simple thematic analysis of the responses given by this year’s DoE cohort and present it below.

Reflections from New DoE Participants - 2024

First Impressions	<ul style="list-style-type: none">o Anxiety & excitemento Welcome & communityo Size of Pathfinders & siteo Attractive site & modern equipmento Training & organisation	Lessons	<ul style="list-style-type: none">o How to provide personal care sensitivelyo Importance of respect, patience, boundarieso Caring for 'me', whilst caring for otherso How to offer emotional support & physical careo Creativity & inventiveness to foster inclusion
Surprises	<ul style="list-style-type: none">o Closeness of friendships in such short timeo Range of activities & how accessible they all wereo How able people can be with the right helpo Diversity of backgrounds, age, ability etc.o Delivering personal care easier than I'd imagined	Challenges	<ul style="list-style-type: none">o Delivering good personal careo Pacing myself across an intense weeko Finding the time & space to care for me tooo Staying empathic when exhaustion kicks ino Being 'off grid', camping itself, managing Day 1...
Objectives	<ul style="list-style-type: none">o To ensure my team has the best week possibleo To ensure my partner can join in as much as possibleo To improve communication skillso To develop an awareness of other people's needso To meet new people and become more confident	Experiences	<ul style="list-style-type: none">o Sheer fun, shared fun, so much laughtero Such strong bonds of friendshipo Fantastic range of activitieso Chatting over shared mealtimeso A special, unique experience
Achievements	<ul style="list-style-type: none">o Involving everyoneo Being involved with everyone in the patrol & widero Communication on so many levelso Helping others to communicateo Getting to know what helps to maintain team morale	Descriptors	<ul style="list-style-type: none">o Hard work, but SO rewardingo Such special friendships, right across campo So much funo Uplifting, enriching, magical, refreshingo A chance to switch off from thinking about 'me'

PATHFINDERS CAMP (WOODLARKS)

England & Wales - Charity number 1171466

Accounts

Registered Charity Number: 1171466

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FOR THE YEAR ENDED 31st DECEMBER 2023

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	Role
Ms Sam Dunn	Camp Leader & Trustee
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The two new trustees appointed in September 2022 have grown into role and having a trustee base of 5 has felt like a positive development. Additional and/or replacement trustees will be identified by the current trustees. The criteria are that any new trustee would have experience and knowledge likely to benefit the charity. New trustees would be trained by existing trustees. We remained of the mind that it is important to have user representation at trustee level, and a couple of campers, who may have the abilities needed to represent the breadth of the user voice, were identified. One of our disabled campers is considering the implications, and we would hope to be able to appoint her to trusteeship at our spring planning meeting in 2024.

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See accounts

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ACHIEVEMENTS AND PERFORMANCE

Building upon the success of our previous working parties at Woodlarks Campsite, we recruited another group of our regular volunteers to provide a further working party during a weekend in April 2023. Much painting, varnishing and staining of doors, windowsills and fences was achieved, and a couple of clearings in the woodland were prepared and seeded with wildflower seeds.

As we had hoped, our accreditation as an Approved Activity Provider (AAP) with the Duke of Edinburgh's Award Scheme, paid handsome dividends and we were fortunate enough to recruit 14 candidates, all aiming to use their engagement with Pathfinders Camp as the residential element of their Gold Award. The fact that we are now able to advertise our opportunity on the DofE website has widened our reach and has resulted in an increase in the number of volunteers available to support our disabled campers.

Our camp in 2023 was attended by 85 people, representing an increase upon the figure of 69 people who attended in 2022, which was the first post-COVID Pathfinders Camp. The total population at Pathfinders Camp in August 2023 comprised 29 disabled campers (up from 23 in 2022) and 56 non-disabled volunteers (up from 46 in 2022). Within that total, the leadership group, or 'crew', comprised 19 people, whose roles ensured that the 66 other Pathfinders were able to participate in a week's camping holiday with a full programme of activities, on-site.

Of the disabled campers, 23 had been to Pathfinders previously (up from 19 in 2022) and 6 were new campers (up from 4 in 2022), some of whom may have attended other camps at Woodlarks and some who had never camped anywhere previously. Of the volunteer helpers, 22 were 'first time' volunteers (up from only 7 in 2022) and of those 22 new volunteers, 14 were DofE Gold Award candidates, as mentioned above. The remaining 34 volunteers (down from 39 in 2022), were returning to Pathfinders Camp, and again, some members of this group have been helping at camp for 40 or 50 years. Thus, Pathfinders Camp continues to maintain a loyal group of regular attendees but still enables and actively encourages new campers and new volunteers to take part. The youngest attendee this year was 16 years old, and the eldest attendee was 72.

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Some of this data has been summarised as an impact statement, attached here as Appendix 1.

The focused training session for volunteer helpers, first delivered to the entire volunteer cohort in August 2022, was deemed to be so successful, that it has been incorporated permanently into our operating procedures. The entire package, which includes manual handling, safeguarding, emergency procedures, privacy and dignity, amongst other related topics, was again delivered to all helpers, including the crew.

It remains an important tradition within Pathfinders Camp that everyone attending pays the same level of camp fees, whether they attend as a disabled camper, as a volunteer helper or as a member of the leadership team or 'crew'. This enables the charity to keep the cost of the holiday as low as possible, with a view to ensuring that even where attendees may be totally reliant upon benefits for their income, attending Pathfinders Camp should remain a possibility. In addition to this general principle, there is a mechanism whereby all or part of the camp fee can be waived for an individual, at the Trustees' discretion, where funds are tight for whatever reason. This rule can be applied both for disabled campers and volunteers. The level of donations received each year has thus far allowed these costs to be absorbed without the need to 'ringfence' a separate amount for this purpose.

Two of our trustees began making tentative enquiries in April 2023 about the possibility of creating a permanent wheelchair accessible orienteering course in the woodlands at Woodlarks Campsite. We identified the local orienteering club and recruited their mapping officer to create an accurate map of the campsite, which could form the foundation of such an orienteering course. He was so enthusiastic about the project that he volunteered to provide the mapping free of charge and to design the course in conjunction with us. He is hoping to be able to have all in place to enable us to offer this activity to all users of Woodlarks Campsite, from the beginning of the 2024 camping season.

FINANCIAL REVIEW

Reserves policy & financial risk

Our policy is to maintain a cash reserve between 50% and 100% of the expenditure of the previous year's camp. This "buffer" enables us to continue our policy of keeping costs to disabled campers and volunteer helpers as low and affordable as possible, whilst at the same time reducing any financial risk to the charity.

FUTURE DEVELOPMENTS

The trustees foresee no changes in their objectives in the forthcoming year.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP and FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2023

The trustees are responsible for keeping sufficient 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 and the Charity (Accounts and Reports) Regulations 2008. 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.

SIGNED BY THE CHAIR OF TRUSTEES



Jane Pyzniuk

Date: 7th October 2024

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE CAMP LEADER FOR THE YEAR ENDED 31st DECEMBER 2023

ACTIVITIES

The change in the 'shape' of the week, with campers and helpers arriving on Sunday, rather than Saturday, and departing on the Friday, continued to work well in 2023, having been trialled in 2022. We continue to work on how to improve the 'exit plan' on Friday to make it as good as possible, looking at the structure of the afternoon and making sure it is filled with fun before folks go home.

Activities on offer were very well received with the mobile accessible climbing wall returning, thanks to the Outdoor Education Company. We booked them for 2 days, allowing a more relaxed and less time-pressured experience and enabled everyone who wanted to scale the climbing wall to do so. We used both the aerial runway and wheelchair swing facilities on site, and these are always popular with attendees. We also enjoyed a 'cattle drive' (outdoor team-building fun on the Sunday afternoon), archery sessions, quiz night, campfires, a wide game and a party night.

We reopened to day visitors (usually family or friends of attendees or past participants). One of our day visitors, a long time Woodlarks volunteer, with both Pathfinders Camp and Explorers Camp, came along to run Archery sessions, which were held down in Green Valley and were very much enjoyed. We were thrilled to be back to cooking outdoors (with the site being under a fire ban the previous year) and this enabled us to cook 'hike lunches' out in the woods with small groups. This worked well, having been trialled in 2022 (albeit with cold lunches), and enables this to be a scheduled team activity, undertaken with a specific member of crew helping to organise and support teams to enjoy the wider Woodlarks site and facilities.

The arts & craft-based activities, always remain popular for the 'take home' items which folks could make linked to our 'Wild West' theme, including keyrings, bracelets, candle jars (for use with battery powered tea lights) and making decorations for use at party night.

INCIDENTS

No significant issues were seen, other than standard first aid incidents, such as one might expect to see when camping with a large group.

REFLECTIONS

It was nice to see that COVID has not dulled the appeal of Pathfinders Camp to both disabled participants and volunteers, and the recruitment of Duke of Edinburgh participants for the residential section of their Gold award has had a big impact on the number of volunteers attending. Camp 2023 brought us back up to increased numbers coming in at 85 attendees. 12 disabled applicants were not offered places, due to being over-subscribed, and 2 folk dropped out. Whilst this continues to be disappointing to those who do not get a space, it is a reflection of the popularity of Pathfinders.

The implementation of the revised process where disabled applicant places are allocated by drawing 'names out of the hat' following a six-week application period, proves to be a fair and equitable process. This replaced the pre-COVID 'first past the post' process, where, if an individual had to wait for assistance from others in completing the application (whether from a family member or a key worker in a residential setting) meant that folk who couldn't get the form turned around and posted back quickly frequently missed out on the opportunity to join us.

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE CAMP LEADER
FOR THE YEAR ENDED 31st DECEMBER 2023

Yet again, everyone involved with camp, whether in person, in crew, virtually in the background or coming to camp as participants, have done a fantastic job in facilitating Pathfinders and ensuring a good fun-filled week is on offer and able to be enjoyed by all participants.

The main development for 2024 camp, will be moving away from paper applications and with the designing of a new, online application system by one of our long-time volunteers, who is a software engineer in their 'day job'. It is hoped that this will continue to move Pathfinders forward from a technology perspective, but also to appeal to the expectations of younger attendees, with an easy to use, immediately available application. The aim of the design is for the process to be as accessible as possible and allow more folk to be able to fill it out without having to rely on outside assistance to fill in a manual paper-based application.

SIGNED BY THE CAMP LEADER



Sam Dunn

Date: 8th October 2024

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TREASURER
FOR THE YEAR ENDED 31st DECEMBER 2023

	Notes	2023 £	2022 £
INCOMING RESOURCES			
Camp fees	1	13,334.39	7,927.65
Donations	2	1,758.92	240.93
Fundraising	3	1,951.24	2,579.76
Total incoming resources		<u>17,044.55</u>	<u>10,748.34</u>
RESOURCES EXPENDED			
Campsite fees	4	8,176.00	5,335.00
Food	5	3,891.84	3,839.26
Activities	6	2,119.52	1,827.11
Planning and administration	7	2,014.45	1,612.17
Merchandising	8		1,051.83
Donations	9	148.57	
Other	10	486.66	325.00
Total resources expended		<u>16,837.04</u>	<u>13,990.37</u>
NET MOVEMENT IN FUNDS		<u>207.51</u>	<u>-3,242.03</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		7,557.03	10,799.06
TOTAL FUNDS CARRIED FORWARD		<u>7,764.54</u>	<u>7,557.03</u>

Notes

1. Fees from campers and volunteer helpers
2. Significant donors:
 - Jane Holmes, Kitty Holmes, Carol Drury, Mike Pumford & Lizzy Bull
 - Corporate benefactors
3. Fundraising throughout the year – noteworthy contributions from:
 - Clitheroe Mountaineering Club
 - Merchandising
 - ‘Pennies for Pathfinders’ collecting tins, Amazon Smile, easyfundraising and PayPal
4. Fees to Woodlarks Campsite Trust inc. electricity and gas
5. Food for campers and volunteers inc. tuck shop
6. Activities put on at camp
7. Costs of consumables other than food at camp and any administration costs such as postage and DBS checks
8. Purchase of stock for fundraising
9. Donations to Woodlarks Camp Site Trust for on-site facilities
10. Financial assistance for participants unable to afford their camp fees

SIGNED BY TREASURER

Jo Fulford

Date: 9th October 2024

APPENDIX 1 – IMPACT STATEMENT

We have chosen to represent the impact of Pathfinders Camp (Woodlarks) graphically to amplify some of the key statistics for camp this year.



PATHFINDERS CAMP (WOODLARKS)

England & Wales - Charity number 1171466

Accounts

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2022
FOR
PATHFINDERS CAMP (WOODLARKS)

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1171466

Trustees and Key Management Personnel

	Role
Ms Sam Dunn	Camp Leader & Trustee
Ms Jo Fulford	Trustee, Treasurer & Secretary
Mr Dave Grosvenor	Trustee
Ms Jane Pyzniuk	Chair of Trustees
Ms Karen Selwood	Trustee

Bankers

Lloyds Bank plc
Account held at Abbeymead, Gloucester branch

Address for correspondence:

PO Box 1000
Andover
BX1 1LT

FINANCIAL STATEMENTS AND TRUSTEES' REPORT

The trustees present the financial statements of the charity for the year ended 31st December 2022. The trustees confirm that in their opinion, they have selected suitable accounting policies and applied them consistently; made judgements and estimates which are reasonable and prudent and have prepared the accounts on an on-going concern basis. The trustees believe that the financial statements comply with statutory requirements, the governing document of the charity and the Statement of Recommended Practice relating to charities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Pathfinders Camp (Woodlarks) was registered with the Charity Commissioners (registration number 1171466) on 03rd February 2017. The charity is controlled by its governing document – Constitution of Pathfinders Camp (Woodlarks), dated 09th April 2016.

Recruitment and appointment of new trustees

Ever since the formation of Pathfinders Camp as a charity, the number of trustees has been set at three, and in line with discussions last year, we chose to appoint two new trustees in September 2022. Our current treasurer, Jo Fulford, was invited to become a trustee, as was Karen Selwood, who was designated as 'camp nurse' for many years and who remains a member of the health and wellbeing team for Pathfinders Camp. Additional and/or replacement trustees will be identified by the current trustees. The criteria are that any new trustee would have experience and knowledge likely to benefit the charity. New trustees would be trained by existing trustees. Our next appointments will be drawn from the disabled campers who are members of Pathfinders Camp, as we feel that it is important to have user representation at trustee level. Discussions are ongoing as to which campers may have the abilities needed to represent the breadth of the user voice.

Risk management

A member of the leadership team is responsible for creating and updating a comprehensive risk assessment for all activities undertaken across the week at camp each year. This includes risks inherent in camp daily chores and routines as well as any risks that might ensue during the various activities and leisure opportunities on offer during the week.

All new candidates for Pathfinders Camp are asked to provide the names and addresses of two referees when they apply for a place at camp. This rule applies for both disabled campers and non-disabled volunteers. All volunteer helpers are required to undergo an Enhanced DBS check, that includes clearance to work with vulnerable adults and with children, as a part of their application process. New volunteers are given 'on the job' training when they arrive at camp, working with more experienced volunteers until they feel more confident in undertaking personal care tasks more independently. All campers (or their parent/guardian, where more appropriate) sign a declaration which states that they are aware that they will be supported by unqualified volunteer help whilst at camp. Campers and carers are encouraged to submit care plans and details of the support they will need whilst on camp, again as a part of the application process.

OBJECTIVES AND ACTIVITIES

Income

See accounts

Expenditure

See accounts

Public benefit

The trustees are confident that the charity offers services of real and practical value to the applicants who attend the annual camping holiday, whilst also providing affordable and valuable respite to family members and other carers. More widely, by bringing together (mostly) women of all ages above 17, with and without disabilities, it helps to foster inclusive relationships. It therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

ACHIEVEMENTS AND PERFORMANCE

Building upon the success of our working party at Woodlarks Campsite in August 2021, we chose to recruit a group of volunteers to provide a further working party during a weekend in March 2022. Since Woodlarks Campsite had been closed for almost two years as a result of the pandemic, we were aware that considerable work was likely to be needed to have the site open and ready for 'business as usual' during the 2022 season.

In the run up to this year's camp, work was undertaken behind the scenes to achieve the standard required to be accredited as an Approved Activity Provider (AAP) with the Duke of Edinburgh's Award Scheme, as we provide a qualifying placement for the residential section of the Gold Award. This entailed a full review of our policies and procedures and the drawing up of other procedures, such as an emergency response plan. Whilst we have assessed many volunteers for their Gold DofE Award over a number of years, in line with our activities and as a registered charity, formal approval as an AAP will now allow us to advertise our opportunity on the DofE website. This widens our reach and should result in an increase in the number of volunteers available to support our disabled campers.

Following the hiatus caused by the pandemic, which had made it impossible for Pathfinders Camp to run the annual camping holiday, the trustees of the charity were relieved and delighted to be able to offer a camp in August 2022 with 69 people attending. The total population at Pathfinders Camp in August 2022 comprised 23 disabled campers and 46 non-disabled volunteers. Within that total, the leadership group, or 'crew', comprised 17 people, whose roles ensured that the 52 other Pathfinders were able to participate in a week's camping holiday with a full programme of activities, on-site. This was a considerably smaller camp than we have run in previous years, but like many other organisations, we found it more difficult to recruit volunteers post-pandemic. However, since many people had become less comfortable with being amongst large groups, as a result of restrictions during the COVID years, a smaller camp was deemed to be more appropriate.

Of the disabled campers, 19 had been to Pathfinders previously and 4 were new campers, some of whom may have attended other camps at Woodlarks and some who had never camped anywhere previously.

Of the volunteer helpers, 7 were 'first time' volunteers and again, some members of the returning volunteer group of 39 people have been attending Pathfinders Camp for 40 or 50 years. Thus, Pathfinders Camp continues to maintain a loyal group of regular attendees but still enables new campers and new volunteers to take part. The youngest attendees this year were 17 years old, and the eldest attendee was 71.

Although Pathfinders Camp is set up primarily as a provision for women, 7 men attended the 2022 camp. Male attendees are predominantly members of the leadership group and usually have no personal care responsibilities. There was an exception to this rule this year, as one of the male attendees is doing nurse training and we were able to allocate him as second helper to a camper who is happy to be supported by both male and female helpers, in line with how she is cared for at home.

It is an important tradition within Pathfinders Camp that everyone attending pays the same level of camp fees, whether they attend as a disabled camper, as a volunteer helper or as a member of the leadership team. This enables the charity to keep the cost of the holiday as low as possible, with a view to ensuring that even where attendees may be totally reliant upon benefits for their income, attending Pathfinders Camp should remain a possibility. In addition to this general principle, there is a mechanism whereby all or part of the camp fee can be waived for an individual, at the camp leader's discretion, where funds are tight for whatever reason. This rule can be applied both for disabled campers and volunteers. The level of donations received each year has thus far allowed these costs to be absorbed without the need to 'ringfence' a separate amount for this purpose.

Pathfinders Camp took the opportunity provided by the two-year break to review how we operate, and several significant strategic changes were introduced in 2023, primarily to improve training for our volunteer helpers. In thinking about delivering a more focused orientation to providing personal care for new helpers, it was recognised that this could also be a valuable refresher update for the entire helper cohort including crew members, very much like the statutory and mandatory trainings delivered annually within the NHS. A programme covering topics such as manual handling, safeguarding, emergency procedures, privacy and dignity, amongst other related matters was drawn up and delivered by members of Pathfinders Camp crew during the morning session before the campers arrived.

FINANCIAL REVIEW

Reserves policy & financial risk

Our policy is to maintain a cash reserve between 50% and 100% of the expenditure of the previous year's camp. This "buffer" enables us to continue our policy of keeping costs to disabled campers and volunteer helpers as low and affordable as possible, whilst at the same time reducing any financial risk to the charity.

FUTURE DEVELOPMENTS

The trustees foresee no changes in their objectives in the forthcoming year.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP and FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2022

The trustees are responsible for keeping sufficient 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 and the Charity (Accounts and Reports) Regulations 2008. 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.

SIGNED BY THE CHAIR OF TRUSTEES



Jane Pyzniuk

Date: 2nd October 2023

ACTIVITIES

Being able to camp in person again in 2022 was wonderful and the entire atmosphere of camp was one of being back 'where we belong'. Camp was smaller for the first year post COVID, in accordance with the request from Woodlarks Campsite Trust that all camps, for their first year back, looked at reducing their numbers, to get back into the rhythm of camp and allowing for any indoor spaces to be less crowded. There were also restrictions around only accepting attendees who had had both COVID vaccinations, and we were able to comply with this. We also required each of our attendees to have an 'exit plan' in place, such that if they became ill, they would be able to return home, or to some other defined retreat and to confirm that they had a transport plan in place to ensure that this 'evacuation' could happen if needed.

The change in the 'shape' of the week, with campers and helpers arriving on Sunday rather than Saturday and departing on the Friday was something we wanted to trial, and we found that it was very successful, to the point we will be keeping that pattern for next year. Feedback from our disabled participants was that it made their arrival much smoother and allowed for appropriate discussions with parents / carers for a hand-over where needed. All folks felt less exhausted by the end of the week, so it very much felt like a better-quality experience.

Activities were 'back to usual' in many ways, although our big activity was a little 'lower octane' than previous years, with accessible mini golf, nerf targets and a nerf gun shooting alley, together with some traditional fairground-type games as well, such as 'hook a duck' and lucky dips.

We had decided to keep all activities on camp this time, so discontinued the usual team outing day, again following post-COVID guidance on avoiding contact with larger random groups of people outside of camp. For the same reason, we chose to bar day visitors to camp this time, again minimising contact beyond the camp complement. There was a total ban on lighting fires in or adjacent to the edge of the woodland, as there had been brush fires very near to camp, and the tinder-dry condition of the forest floor rendered open fires in these areas too risky. Woodlarks Campsite Trust reluctantly imposed a fire ban on the campsite for the entirety of summer 2022. We trialled a new day-time activity of sending teams on a 'hike lunch', and whilst these have always been available for teams to plan for themselves, this was offered this time as a scheduled team activity, undertaken with a specific member of crew helping to organise and support teams. Due to the fire ban already mentioned, this was offered as taking a picnic lunch into the woods and building catapults as a team to fire wet sponges at each other – it was very successful, got teams out into the woods exploring and much fun was had by all. Our 'woodland edge' cook site was also still able to run, by dint of running electric power to the site and using induction hobs instead of wood fires.

We had four arts & craft-based activities, with four 'take home' items which folks could make linked to our 'Four Seasons' theme, and these were all very popular and well received.

INCIDENTS

We had one individual with recurrent health issues which resulted in ambulances being called on a number of occasions late at night. As a result, we were unable to sustain supporting this individual on camp and we had to arrange for her family to come and pick her up on Thursday morning.

We had one individual who was unhappy that we do not, and will not routinely manually lift them, when they are usually hoisted at home. We have hoists provided by the campsite, in order to safeguard not only the campers as individuals, but also the volunteers providing their care for the week. There was a prolonged discussion with the individual on arrival day, with me as Camp Leader, a representative from our Health team, the volunteers who would be providing their care for the week and the individual's personal assistants from home, who had driven her to camp.

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE CAMP LEADER
FOR THE YEAR ENDED 31st DECEMBER 2022

The outcome of this discussion was that the individual chose to remain at camp for the week and honour our stance but remained unhappy throughout their week with us.

No other significant issues were seen, other than standard first aid incidents, such as one might expect to see when camping with a large group.

REFLECTIONS

The changes made to the structure and shape of the week were successful, and I believe will continue to be successful with some minor changes as we continue to learn and improve each year.

Yet again, everyone involved with camp, whether in person, in crew, virtually in the background or coming to camp as participants have done a fantastic job in facilitating Pathfinders to be held in person again such that it can continue to grow in the future.

The trustees entered into appropriate correspondence post-camp with the individual unhappy with our position on routine manual lifting, laying out in writing our stance against routine manual lifting, and left the decision up to that individual as to whether they would accept our policy for future years, or choose not to return. We also used the opportunity post-camp to strengthen our manual handling policy and to include reference to this in application forms for future years.

We have continued to maintain our zoom license so far, but this will be reviewed in 2023 to see if this is an expense we wish to continue with.

SIGNED BY THE CAMP LEADER



Sam Dunn

Date: 13th October 2023

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TREASURER
FOR THE YEAR ENDED 31st DECEMBER 2022

	Notes	2022 £	2021 £
INCOMING RESOURCES			
Camp fees	1	7,927.65	
Donations	2	240.93	1,261.00
Fundraising	3	2,579.76	581.17
Total incoming resources		<u>10,748.34</u>	<u>1,842.17</u>
RESOURCES EXPENDED			
Campsite fees	4	5,335.00	
Food	5	3,839.26	396.21
Activities	6	1,827.11	153.17
Planning and administration	7	1,612.17	462.13
Merchandising	8	1,051.83	700.00
Donations	9		4,041.00
Other	10	325.00	
Total resources expended		<u>13,990.37</u>	<u>5,752.51</u>
NET MOVEMENT IN FUNDS		<u>-3,242.03</u>	<u>-3,910.34</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		10,799.06	14,709.40
TOTAL FUNDS CARRIED FORWARD		<u>7,557.03</u>	<u>10,799.06</u>

Notes

1. Fees from campers and volunteer helpers
2. Significant donors:
 - Mr & Mrs Petch
 - Kitty Holmes
3. Fundraising throughout the year – noteworthy contributions from:
 - Clitheroe Mountaineering Club
 - ‘Pennies for Pathfinders’ collecting tins, Amazon Smile, easyfundraising and PayPal
4. Fees to Woodlarks Campsite Trust inc. electricity and gas
5. Food for campers and volunteers inc. tuck shop
6. Activities put on at camp
7. Costs of consumables other than food at camp and any administration costs such as postage and DBS checks
8. Purchase of stock for fundraising
9. Donations to Woodlarks campsite = 2020 + 2021 for years of virtual camping
10. Financial assistance for participants unable to afford their camp fees

SIGNED BY TREASURER

Jo Fulford

Date: 14th October 2023

PATHFINDERS CAMP (WOODLARKS)

England & Wales - Charity number 1171466

Accounts

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021
FOR
PATHFINDERS CAMP (WOODLARKS)

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1171466

Trustees and Key Management Personnel

	Role
Ms Sam Dunn	Camp Leader, Trustee
Ms Jo Fulford	Treasurer & Secretary
Mr Dave Grosvenor	Trustee
Ms Jane Pyzniuk	Chair of Trustees

Bankers

Lloyds Bank plc
Account held at Abbeymead, Gloucester branch

Address for correspondence:

PO Box 1000
Andover
BX1 1LT

FINANCIAL STATEMENTS AND TRUSTEES' REPORT

The trustees present the financial statements of the charity for the year ended 31st December 2021. The trustees confirm that in their opinion, they have selected suitable accounting policies and applied them consistently; made judgements and estimates which are reasonable and prudent and have prepared the accounts on an on-going concern basis. The trustees believe that the financial statements comply with statutory requirements, the governing document of the charity and the Statement of Recommended Practice relating to charities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Pathfinders Camp (Woodlarks) was registered with the Charity Commissioners (registration number 1171466) on 03rd February 2017. The charity is controlled by its governing document – Constitution of Pathfinders Camp (Woodlarks), dated 09th April 2016.

Recruitment and appointment of new trustees

At present the number of trustees is three and we would aim to increase the number of trustees during 2022. Additional and/or replacement trustees would be identified by the current trustees. The criteria are that any new trustee would have experience and knowledge likely to benefit the charity. New trustees would be trained by existing trustees.

Risk management

A member of the leadership team is responsible for creating and updating a comprehensive risk assessment for all activities undertaken across the week at camp each year. This includes risks inherent in camp daily chores and routines as well as any risks that might ensue during the various activities and leisure opportunities on offer during the week.

All new candidates for Pathfinders Camp are asked to provide the names and addresses of two referees when they apply for a place at camp. This rule applies for both disabled campers and non-disabled volunteers. All volunteer helpers are required to undergo an Enhanced DBS check, that includes clearance to work with vulnerable adults and with children, as a part of their application process. New volunteers are given 'on the job' training when they arrive at camp, working with more experienced volunteers until they feel more confident in undertaking personal care tasks more independently. All campers (or their parent/guardian, where more appropriate) sign a declaration which states that they are aware that they will be supported by unqualified volunteer help whilst at camp. Campers and carers are encouraged to submit care plans and details of the support they will need whilst on camp, again as a part of the application process.

OBJECTIVES AND ACTIVITIES

Income

See accounts

Expenditure

See accounts

Public benefit

The trustees are confident that the charity offers services of real and practical value to the applicants who attend the annual camping holiday, whilst also providing affordable and valuable respite to family members and other carers.

More widely, by bringing together (mostly) women of all ages above 17, with and without disabilities, it helps to foster inclusive relationships. It therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

ACHIEVEMENTS AND PERFORMANCE

In February 2021, the health concerns raised by the ongoing pandemic meant that large group activities were still prohibited in the UK. In light of this, the Woodlarks Campsite Trust committee decided reluctantly that the site must remain closed for another year.

The implications of this decision for Pathfinders Camp were discussed in full during our spring meeting, held on 27th February 2021 (via Zoom). The consensus of the meeting was that the Virtual Camp had been so successful in 2020, that we could build upon and repeat the exercise, to keep Pathfinders connected as an organisation.

The planning meeting also agreed that if our own finances would allow, we could make a further donation to Woodlarks Campsite Trust (charity number 306148), again in lieu of camping fees. After we had had the opportunity to review our expenditure on Virtual Camp 2021, we agreed that this was also possible, as can be seen in the attached accounts.

We had been advised that the Woodlarks Campsite Trust were planning to allow small 'working parties' to come onto site later in the season (so long as Government restrictions would allow), so that maintenance work and repairs could be undertaken, with a view to the campsite being ready to open fully for the camping season in 2022. We pledged our intent to gather a small working group together to attend the site during the week we would usually have been attending camp. A group of eighteen Pathfinders camped at Woodlarks for around 5 days, carrying out essential repairs and maintenance tasks as needed to ensure that the site would be in first class condition for the following year. This working party took place simultaneously with the second Virtual Camp, with several of the members camping at Woodlarks also heavily involved in making sure that the Virtual Camp could take place.

FINANCIAL REVIEW

Reserves policy & financial risk

Our policy is to maintain a cash reserve between 50% and 100% of the expenditure of the previous year's camp. This "buffer" enables us to continue our policy of keeping costs to disabled campers and volunteer helpers as low and affordable as possible, whilst at the same time reducing any financial risk to the charity.

The Trustees had made the decision last year to make a significant donation to the Woodlarks Campsite Trust, recognising that they would receive no income from camp fees during 2020 and with the intention that by supporting the campsite in this way, Pathfinders Camp is contributing towards ensuring that the specialist facilities which enable disabled people to enjoy camping holidays will continue to be maintained and improved. This donation is included in the financial statement for this year. As noted above, we were able to make a further big donation later in the year.

FUTURE DEVELOPMENTS

The trustees foresee no changes in their objectives in the forthcoming year.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP and FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

The trustees are responsible for keeping sufficient 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 and the Charity (Accounts and Reports) Regulations 2008. 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.

SIGNED BY THE CHAIR OF TRUSTEES



Jane Pyzniuk

Date: 20th September 2022

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE CAMP LEADER FOR THE YEAR ENDED 31st DECEMBER 2021

ACTIVITIES

Continuing concerns with the COVID pandemic meant that for a second year, Woodlarks were not open for camps and therefore we held a second virtual camp In 2021. We built on the success of the activities and learnt where we could improve the offering in 2021 to engage with as many of our participants (both disabled campers and volunteers) throughout the week that would have been our week on camp.

We changed up the activities on offer and this year issued an 'activities pack' with some crafting supplies enclosed, together with a schedule of the Zoom calls on offer during the week. The activities pack meant we saw a number of different individuals joining in with the Zoom calls, as the pack made the activities more accessible to those without the means to obtain the materials or who would not usually be active on social media to connect with others.

As a group of the 'crew' were on site during camp week, we ran the evening Zoom calls from the campsite after the maintenance work had been completed for the day as part of the Working Party. One of our talented volunteers also put together a virtual 'escape room' which we ran in teams over Zoom and involved puzzle solving and team work, this turned out to be one of our most popular activities of the week and we have plans to pull something similar together for future years.

We held 7 Zoom sessions across the week of our virtual camp, which attracted between 25 and 35 participants each session, and in the same vein as virtual camp 2020, we saw a good balance between our volunteers and our disabled participants joining in with the calls, with 42% of our disabled participants accessing at least one call during the week. This was a lower proportion than seen in 2020, however there were more activities available outside of camp during August 2021 due to some easing of restrictions.

INCIDENTS

Being as though camp was only held virtually, rather than in person, no incidents were seen.

REFLECTIONS

We continue to maintain our Zoom license specifically for Pathfinders Camp and plan to run calls throughout the year, although these are on a less frequent basis now folk can leave their homes and are not feeling so isolated.

The success of a second virtual camp, being run by largely the same group of folk who were also on site for a working party to help maintain Woodlarks for future years continues to demonstrate the passion our volunteers have for Pathfinders Camp.

Yet again, I am incredibly proud of the team that pulled together the programme for Virtual Pathfinders 2021 and their dedication to put this on whilst also undertaking physical work at the campsite.

SIGNED BY THE CAMP LEADER



Sam Dunn

Date: 17th October 2022

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TREASURER
FOR THE YEAR ENDED 31st DECEMBER 2021

	Notes	2021 £	2020 £
INCOMING RESOURCES			
Donations	1	1,261.00	443.28
Fundraising	2	581.17	2,620.96
Total incoming resources		<u>1,842.17</u>	<u>3,064.24</u>
RESOURCES EXPENDED			
Food	3	396.21	
Activities	4	153.17	
Planning and administration	5	462.13	1,035.24
Merchandising	6	700.00	500.00
Donations	7	4,041.00	
Total resources expended		<u>5,752.51</u>	<u>1,535.24</u>
NET MOVEMENT IN FUNDS		<u>-3,910.34</u>	<u>1,529.00</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		14,709.40	13,180.40
TOTAL FUNDS CARRIED FORWARD		<u>10,799.06</u>	<u>14,709.40</u>

Notes

1. Significant donors:
 - Bequest from the estate of Tony Cossar
 - Mr and Mrs Petch
2. Fundraising throughout the year – noteworthy contributions from:
 - Hazel Rawson
 - Amazon Smile, easyfundraising and PayPal
3. Food for maintenance meeting at campsite
4. Activities packs set out to campers for virtual camp
5. Costs of consumables other than food at camp and any administration costs such as postage and DBS checks
6. Purchase of stock for fundraising
7. Donations to Woodlarks campsite = 2020 + 2021 for years of virtual camping

SIGNED BY TREASURER



Jo Fulford

Date: 21st October 2022

PATHFINDERS CAMP (WOODLARKS)

England & Wales - Charity number 1171466

Accounts

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2020
FOR
PATHFINDERS CAMP (WOODLARKS)

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number

1171466

Trustees and Key Management Personnel

	Role
Ms Sam Dunn	Camp Leader, Trustee
Ms Jo Fulford	Treasurer & Secretary
Mr Dave Grosvenor	Trustee
Ms Jane Pyzniuk	Chair of Trustees

Bankers

Lloyds Bank plc
Account held at Abbeymead, Gloucester branch

Address for correspondence:

PO Box 1000
Andover
BX1 1LT

FINANCIAL STATEMENTS AND TRUSTEES' REPORT

The trustees present the financial statements of the charity for the year ended 31st December 2020. The trustees confirm that in their opinion, they have selected suitable accounting policies and applied them consistently; made judgements and estimates which are reasonable and prudent and have prepared the accounts on an on-going concern basis. The trustees believe that the financial statements comply with statutory requirements, the governing document of the charity and the Statement of Recommended Practice relating to charities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Pathfinders Camp (Woodlarks) was registered with the Charity Commissioners (registration number 1171466) on 03rd February 2017. The charity is controlled by its governing document – Constitution of Pathfinders Camp (Woodlarks), dated 09th April 2016.

Recruitment and appointment of new trustees

At present the number of trustees is three. Replacement trustees would be identified by the current trustees. The criteria are that any new trustee would have experience and knowledge likely to benefit the charity. New trustees would be trained by existing trustees.

Risk management

A member of the leadership team is responsible for creating and updating a comprehensive risk assessment for all activities undertaken across the week at camp each year. This includes risks inherent in camp daily chores and routines as well as any risks that might ensue during the various activities and leisure opportunities on offer during the week.

All new candidates for Pathfinders Camp are asked to provide the names and addresses of two referees when they apply for a place at camp. This rule applies for both disabled campers and non-disabled volunteers. All volunteer helpers are required to undergo an Enhanced DBS check, that includes clearance to work with vulnerable adults and with children, as a part of their application process. New volunteers are given 'on the job' training when they arrive at camp, working with more experienced volunteers until they feel more confident in undertaking personal care tasks more independently. All campers (or their parent/guardian, where more appropriate) sign a declaration which states that they are aware that they will be supported by unqualified volunteer help whilst at camp. Campers and carers are encouraged to submit care plans and details of the support they will need whilst on camp, again as a part of the application process.

OBJECTIVES AND ACTIVITIES

Income

See accounts

Expenditure

See accounts

Public benefit

The trustees are confident that the charity offers services of real and practical value to the applicants who attend the annual camping holiday, whilst also providing affordable and valuable respite to family members and other carers. More widely, by bringing together (mostly) women of all ages above 17, with and without disabilities, it helps to

foster inclusive relationships. It therefore complies with the responsibility placed on all charities under the Charities Act 2011 to demonstrate a public benefit.

ACHIEVEMENTS AND PERFORMANCE

The charity was aiming to run the usual camping holiday in August 2020 and recruitment of helpers had begun in January 2020, prior to the annual planning meeting held on 29th February 2020 and attended by 26 Pathfinders. Only two weeks later, and in response to the government guidance on the rapidly evolving COVID-19 pandemic, we received notification from Woodlarks Campsite Trust (which provides the venue for Pathfinders Camp) that it was with deep regret that they had made the decision that no activities would take place onsite until further notice.

The Pathfinders Camp leadership group was faced with decisions around continuing to recruit help, sending out application forms to disabled campers, and continuing to plan, in the hope that things might change before August or taking the decision to cancel Pathfinders Camp in 2020, on the basis that the levels of uncertainty created by the pandemic made it extremely unlikely that it would be possible to run camp safely within 2020, even if Woodlarks Campsite Trust did review their earlier decision. An emergency 'virtual' meeting of senior leaders was pulled together and the decision was taken that we would need to cancel Pathfinders Camp for August 2020. This felt like a difficult but necessary decision to make, in order to avoid raising unrealistic expectations and to avoid adding to the general high levels of uncertainty caused by the pandemic. Letters were drafted to cancel camp and to explain the decision to the membership.

Around eight weeks later, another member of the leadership team floated the idea of putting together a programme of activities that could be undertaken at home and supplemented by Zoom meetings to create a 'Virtual Pathfinders Camp' that would take place during August 2020. Many members joined in enthusiastically to create such a plan.

As described in the Camp Leader's report, many Pathfinders chose to access the online activities during what would have been the week in which camp would usually be held. This format meant that some former Pathfinders, who had been unable to attend camp, due to changes in their condition for example, were able to re-engage with friends from camp and take part in themed activities from their own homes, thus fostering inclusivity. Additionally, running activities in this way enabled some family members and other carers to gain different insights into how Pathfinders Camp runs.

FINANCIAL REVIEW

Reserves policy & financial risk

Our policy is to maintain a cash reserve between 50% and 100% of the expenditure of the previous year's camp. This "buffer" enables us to continue our policy of keeping costs to disabled campers and volunteer helpers as low and affordable as possible, whilst at the same time reducing any financial risk to the charity.

The Trustees chose to make a significant donation to the Woodlarks Campsite Trust (charity number 306148), recognising that they would receive no income from camp fees during this year and with the intention that by supporting the campsite in this way, Pathfinders Camp is contributing towards ensuring that the specialist facilities which enable disabled people to enjoy camping holidays will continue to be maintained and improved. This donation will be included in the financial statement for next year.

FUTURE DEVELOPMENTS

The trustees foresee no changes in their objectives in the forthcoming year.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with 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).

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- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP and FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in business.

The trustees are responsible for keeping sufficient 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 and the Charity (Accounts and Reports) Regulations 2008. 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.

SIGNED BY THE CHAIR OF TRUSTEES



Jane Pyzniuk

Date: 25th October 2021

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE CAMP LEADER FOR THE YEAR ENDED 31st DECEMBER 2020

ACTIVITIES

Camp 2020 was very different for us all due to COVID restrictions meaning we couldn't have an in-person camp with the decision being made by Woodlarks Camp Site trust to not open during the 2020 camping season, in line with Government guidelines. A large proportion of our regular participants are considered either clinically vulnerable or extremely clinically vulnerable, thus the decision to cancel Pathfinders Camp was very much in line with government guidance.

With a number of our volunteers on furlough from their day to day jobs, a small team of volunteers pulled together a virtual programme to hold during the week we would have been camping, with a variety of activities being held over zoom plus a number of crafts that folk could join in with from home, using materials usually found at home, without the need for them to buy any additional materials. This kept the craft activities accessible for those with limited funds.

We held 7 zoom sessions across the week of our virtual camp, which attracted between 35 and 45 participants, and we saw a good balance between our volunteers and our disabled participants joining in with the calls, with 65% of our disabled participants accessing at least one call during the week.

INCIDENTS

Being as though camp was only held virtually, rather than in person, no incidents were seen.

REFLECTIONS

As a result of the success of the Zoom sessions during our usual camp week, we invested in a Zoom license specifically for Pathfinders Camp and have continued to run Zoom calls throughout the year, to help folk keep in contact with each other. This has proven to be a good investment, and has helped the membership to feel connected, thus supporting mental health and wellbeing during really challenging, unprecedented times.

The success of the virtual camp is a reflection of the passion our volunteers have for Pathfinders Camp and their efforts to ensure we could still put something together for the enjoyment of everyone who was able to access this. It's given us an excellent opportunity to learn from the situation, how to put on activities that translate well to a virtual environment and to allow different groups of our volunteers to really shine and bring their skills from their day to day lives to our virtual camp.

Whilst nothing can really come close to an in-person camp and the opportunities the environment provides to both our disabled participants and volunteers, I am incredibly proud of the team that pulled together the programme for Virtual Pathfinders 2020.

SIGNED BY THE CAMP LEADER



Sam Dunn

Date: 25th October 2021

PATHFINDERS CAMP (WOODLARKS)

REPORT OF THE TREASURER
FOR THE YEAR ENDED 31st DECEMBER 2020

	Notes	2020 £	2019 £
INCOMING RESOURCES			
Camp fees	1		9,462.00
Donations	2	443.28	2,695.73
Fundraising	3	2,620.96	2,133.55
Total incoming resources		<u>3,064.24</u>	<u>14,291.28</u>
RESOURCES EXPENDED			
Campsite fees	4		5,493.00
Refund of camp fees	5		274.50
Food	6		3,414.03
Activities	7		2,363.04
Planning and administration	8	1,035.24	1,632.15
Transport	9		1,231.99
Equipment purchases	10		993.18
Merchandising	11	500.00	
Total resources expended		<u>1,535.24</u>	<u>15,401.89</u>
NET MOVEMENT IN FUNDS		<u>1,529.00</u>	<u>-1,110.61</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		13,180.40	14,291.01
TOTAL FUNDS CARRIED FORWARD		<u>14,709.40</u>	<u>13,180.40</u>

Notes

1. Fees from campers and volunteer helpers – all refunded in 2020 following cancellation of physical camp
2. Significant donors:
 - Mr and Mrs N Drury; Mr and Mrs Petch and A Greenwood-Gilyard
3. Fundraising throughout the year – noteworthy contributions from:
 - Laura Knowles and Kimberley Rayner raising £500 running the virtual London Marathon
 - Clitheroe Mountaineering Club raising £391
4. Fees to Woodlarks Campsite Trust inc. electricity and gas
5. Refunded camp fees for non-attendees
6. Food for campers, volunteers and visitors inc. tuck shop
7. Activities put on at camp inc. money to enable each to have money back for an offsite trip
8. Costs of consumables other than food at camp and any administration costs such as postage and DBS checks
9. Hire of transport from Manchester and minibuses at camp for offsite trips
10. Purchase of re-usable assets and equipment for camp and campsite
11. Purchase of stock for fundraising

SIGNED BY TREASURER



Jo Fulford

Date: 25th October 2021