

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.

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

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.

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

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><u>10,799.06</u></u>	<u><u>14,709.40</u></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