

Fenland Scouts Association

Trustees' Annual Report for the year ended 31st March 2022

Charity's Principal Address: Scout Headquarters,
Oldfield Lane, Wisbech PE13 2RJ
Correspondent Address: 4 Virginia Way, St Ives PE27
6SQ

Section A - Reference & Administration Details

Names of the Charity Trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year	Elected unless Otherwise
Ian Bullard	District Commissioner		Ex-Officio
Anne Appleby			
Grant Barlow		From 20 th May 2021 to 29 th September 2021.	Co-Opted
Grant Barlow	Treasurer	From 29 th September 2021 until 9 th February 2022	Ex-Officio
David Driver			
Linda Edwards	Secretary		Ex-Officio
Clinton Elkin			Nominated
Norman Flatt			Nominated
Andy Fox	District Explorer Scout Commissioner		Ex-Officio
Jonathan Harwood	Chairman		Nominated
Katie Leach			
Graham Martin			
Caroline Spaxman			Nominated
Richard Winefield	District Scout Network Commissioner		Ex-Officio
Richard Fuller		From 27 th October 2021	Co-Opted

Principal Bankers

Barclays Bank PLC - Wisbech Branch, Cambridgeshire. Due to close in September 2022.

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Section B - Structure, Governance & Management

The District is a trust established under its rules which are common to all Scouts. The District's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association.

Trustees:

All Trustees are appointed in accordance with the Policy, Organisation and Rules ("POR") of The Scout Association.

District Executive Committee

The District is managed by the District Executive Committee, the members of which are the Charity Trustees of the Scout District, which is an educational charity. As Charity Trustees they are responsible for complying with legislation applicable to charities. This includes the registration, keeping proper accounts and making returns to the Charity Commission as appropriate.

The District Executive Committee consists of 13 representatives comprising, Chair, Treasurer and Secretary together with nominated, elected, co-opted and ex-officio members and normally meets bi-monthly. The Executive Committee exists to support the District Commissioner in meeting the responsibilities of the appointments and is responsible for:

- The maintenance of District property;
- The raising of funds and the administration of the District's finances;
- The insurance of persons, property and equipment;
- District public occasions;
- Appointing any sub committees that may be required.

Risk and Internal Control

The District Executive Committee has identified the major risks to which they believe the District is exposed. These have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

- Damage to the building, property and equipment. The District would seek the use of buildings, property and equipment from neighbouring organisations. The District has adequate buildings and contents insurance in place to mitigate against permanent loss.
- Injury to leaders, helpers, supporters and members. The District, through the membership fees, contributes to the Scout Association's national accident insurance policy. Risk assessments are undertaken before all activities.

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- Reduced income from fund raising. The District is primarily reliant upon income from subscriptions, fundraising and rental income. The District does hold a reserve to ensure the continuity of activities should there be a major reduction in income. The Committee could raise the value of subscriptions to increase the income to the District on an ongoing basis, either temporarily or permanently.

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- Reduction in number or loss of leaders. The District is totally reliant upon volunteers to run and administer the activities of the Scout Groups within the District. If there was a reduction in the number of leaders to an unacceptable level in a particular section or the Group as a whole then there would have to be a contraction, consolidation or closure of a section. In the worst case scenario the complete closure of the Group concerned.

The District has in place systems of **internal controls** that are designed to provide reasonable assurance against material mismanagement or loss, these include 2 signatories for all payments and a comprehensive insurance policy to ensure that insurable risks are covered.

Section C - Objectives & Activities

The objective of the District is to oversee the Groups, District Explorer Scout Units and District Scout Network Units within the District. The District meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

PURPOSE, VALUES & METHOD from POR

The purpose of Scouting

Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

The values of Scouting

As Scouts we are guided by these values:

Integrity – We act with integrity; we are honest, trustworthy and loyal.

Respect – We have self-respect and respect for others.

Care – We support others and take care of the world in which we live.

Belief – We explore our faiths, beliefs and attitudes.

Co-operation – We make a positive difference; we co-operate with others and make friends.

The Scout Method

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Scouting takes place when young people, in partnership with adults, work together based on the values of Scouting and:

- Enjoy what they are doing and have fun
- Take part in activities indoors and outdoors
- Learn by doing
- Share in spiritual reflection
- Take responsibility and make choices
- Undertake new and challenging activities
- Make and live by their Promise

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Fenland Scouts Association oversees Scouting in Fenland.

The following Scout Groups were active in the District at 31st March 2022:

1st Doddington, 1st March, 1st Whittlesey, 2nd Chatteris, 2nd March, 3rd Wisbech (St Augustine's), 12th Wisbech (Upwell & Outwell), 14th Wisbech, 15th Wisbech (North Level Parishes) and 47th Peterborough, Thorney Abbey.

Explorer Units: Whittlesey Unit (Whittlesey), Stonecross (March) and Alpha Unit (Wisbech St Mary).

The January 2022 census showed that the number of young people regularly involved in Scouting activities across the District numbered 472 (2021 359).

A subscription is levied for membership which supports Scouting at National, County & District levels. For 2022 the amount levied on young people was £40.50 (2021 - £42.00) of which £Nil (2021 - £Nil) is retained by District. The District owns land and buildings comprising a camp site at Gaul Road, March and its headquarters at Oldfield Lane, Wisbech. Whilst their prime purpose is for Scouting within the District, these properties are available for private hire, the income from which is used to offset the costs associated with the sites' maintenance and helps to maintain reasonable levels of membership subscriptions.

Section D - Achievements & Performance

Trustees Update

2021/22 saw the long awaited return of face to face Trustee meetings and met eight times excluding the 2020/21 AGM in September 2021.

During the year, the Trustees were given an overview of the new District website that it agreed to provide finances for in 2020/21 and are keen to see it develop further.

The District campsite received its risk assessment sign off from County and became useable to Scouting as an outdoor venue to ensure Scouting could continue unabated through the Covid pandemic and was used by four Groups from across the District.

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An Appointments Chair and Secretary were appointed and the District is now holding regular meetings to ensure that its volunteers are fit and proper persons to be involved with Scouting.

The Trustees agreed to support the District Commissioner in releasing funds to support adult recruitment and this is being run through various hard copy media outlets and through online media.

The Trustees released the funding set aside at the start of the Covid pandemic for a District event whereby leaders from across the District were able to meet, undertake activities and network with the remaining funds to be made available to a fuller activity throughout 2022.

The Trustees have also implemented GDPR and Privacy Policies to cover its activities as is suggested within Policy, Organisation and Rules.

Following a Health and Safety incident, Scout Headquarters implemented asbestos checks across the Country.

Asbestos was identified in the properties owned by Fenland Scouts and action was taken to remove asbestos that was unsafe and is being reviewed and managed by the Executive's Health and Safety Sub-Committee.

It was identified that the oil tank at Oldfield Lane was not up to the minimum safety standards due to it not having any 'bund'. Following advice taken, it was deemed imperative that a replacement oil tank was purchased and installed to safeguard the District.

It was also identified that the Three Fishes Scout Campsite, Gaul Road, March was still registered to 'March and District Scout Council' and this has now been transferred to the 'Fenland District Scout Council'.

It has also been identified that there is going to be substantial housing development around the campsite at Gaul Road. The Trustees objected to the planning proposals and we await further updates. We are expecting the housing development to be given approval and this will mean the Trustees will need to review how the site at Gaul Road will need to be updated.

A District Development Plan has been started by the District Commissioner and in March 2022, the Trustees were invited to review the Executive function of the plan. This highlighted several areas that we could improve, including identifying a new District Treasurer as the position is currently vacant and other areas in regards to increasing income to offset the deficit that the District is currently running.

It was decided that rental income would be increased for the financial year 2022/23 and that the Trustees have reduced the amount of hours the caretaker now spends at Oldfield Lane to reflect the lack of tenancy and usage of the facility.

Uniformed Update

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This year has been particularly challenging, in many ways more challenging than when we were in full lockdown, coming out of lockdown 1, back into lockdown 2 and finally a full return to Scouting.

Coming out of lockdown 1 required the support of district to help Groups manage the return to scouting while implementing required restrictions. The majority of groups concentrated on the fun aspects of Scouting during this period.

A huge challenge groups faced was the, sometimes, significant change to the demographics of the group. Beavers were now Cubs, Cubs were Scouts, Scouts Explorers some Explorers were arriving with full beards and a lot larger than the last time we met. This meant some section numbers had significantly increased while others had fallen to very low levels requiring a great deal of flexibility from our adult volunteers, which has been challenging to say the least.

Our all-important adult volunteers, without whom Scouting could not exist, have also had to rebalance home - work - volunteering, which for many has been particularly challenging. I am sure some have thought long and hard whether volunteering is still an option.

The District team has needed to concentrate on being fully aware of the mental wellbeing of its volunteers and has worked hard to keep moral and enthusiasm levels as high as possible. Volunteers at all levels have seen greater demands being placed upon them by The Scout Association requirements. Adjusting to this has for many not been easy raising anxiety levels and placing pressure on the home, work, volunteering balance.

The District team has also had to adjust support levels to meet these demands, in particular the new compulsory training requirements and reduced timescales for earning wood badges. 5 years reduced to 3 years regardless of lockdown all placing greater demands on training advisers time commitments.

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During 2021 a serious HSE incident occurred involving Scouting premises asbestos. This resulted in a major response being required from District and all Groups often to very tight timescales under close scrutiny. The response was amazing with volunteers putting in an exceptional amount of time and effort to meet the timescales and ensure compliance. The District leadership team and executive also contributed a considerable amount of time and effort into achieving a successful outcome.

Prior to lockdown 2, maximum advantage was taken of the easing of restrictions. Groups wherever possible returned to some form of face-to-face Scouting. This took a momentous effort from our volunteers to achieve this. Continuously adapting and flexing to suit the Covid situation.

District, where possible, made the campsite at Gaul Road available for section meetings and several Groups were able to facilitate camping activities.

During 2021 the District team facilitated our first all leaders camp. This was a great opportunity for all leaders in the District to spend time together sharing ideas, experience and skills in a relaxed environment. It proved to be highly successful and will certainly continue. This sharing of skills will undoubtedly improve the quality and scope of programs delivered across the district as a whole.

Scouting toward the end of 2021 was once again plunged into full lockdown. It must be said that for many this resulted in putting Scouting on hold over the Christmas period.

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Association**

2022 saw, thankfully, the end of lockdown and associated restrictions.

This has for many been more difficult than first expected. Following two years of restrictions getting back to normal, rekindling the enthusiasm and skill is a challenge, all leaders are understandably a little rusty. Young people numbers recorded on census have almost returned to pre-Covid levels which is a massive achievement and reflects the fantastic effort our volunteers have put in to maintaining Scouting provision within the district.

It is of concern however that adult volunteer numbers continue to fall. District is responding to this by implementing a recruitment drive, investing in promotional material and advertising across the whole District to support individual Groups. The recruitment of volunteers at all levels, leaders, managers, executive members, helpers has to remain the primary issue facing scouting if it is to survive.

Throughout the year a huge amount of work has been put into improving the adult appointment process. We have a well manned appointments panel but need more volunteers for this important role. The process is coordinated/administered highly efficiently.

Fenland opened its first Squirrel Drey which is proving very popular and successful. Further Drey's are planned. These will open as the District team develops using the first Drey as the model. This is to ensure that the section can be well supported and can develop in a controlled and coordinated fashion across the groups.

During 2022 we are concentrating on improving District support to sections. This initially is concentrating on Beavers, Explorers and Young Leaders.

During early 2022 a Beaver section within the district came under threat of closure due to lack of leaders.

Through effective co-ordination this was avoided by volunteer Beaver leaders from across the district supporting program delivery on a rota basis. This facilitated the continuation of program delivery while a new leadership team could be formed. In addition to this it has demonstrated a growing ability of the district to be able to co-ordinate leaders across the district as a whole and for Groups to proactively assist one another.

The district team is actively promoting and supporting an increase in volunteers holding activity permits and developing

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the facilities to provide these activities to all young people across the district.

In 2022 we will be holding our first District Camp for many years. Open to all across the district with an emphasis on activities.

The biggest challenge we have in the coming years is reversing the falling numbers of adult volunteers. Scouting will not and cannot survive without adult volunteers. For adults to volunteer Scouting needs to create an environment adults want to be part of.

Section E - Financial Review

Reserves Policy

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The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short for a period of three years. The District's unrestricted carried forward balance (including debtors for membership fees from Fenland Scout Groups) amounted to approximately £165,000. This has increased from the previous year, due to Covid -19 related grants being received. The Executive believe that £30,000 is considered necessary to be held as a general reserve

Section F - Other

Nothing to report.

Section G - Declaration

The Trustees declare that they approved this report at the Executive Meeting held on 13th July 2022 and authorised the Chairman to sign on its behalf.



Jonathan Harwood - Chairman

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Receipts and Payments Account

	Year start date		Year end date	
For the year from	01 April 2021	To	31 March 2022	
Receipts and payments				
	2021-22			2020-21
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Receipts				
Donations, legacies and similar income				
Membership subscriptions 2021	3,570	-	-	11,220
Membership subscriptions 2022	14,094			11,508
Less: Membership subscriptions paid to County 2021	-	-	-	(15,078)
Net membership subscriptions retained	17,664	-	-	7,650
Donations		-	-	-
Sale of badges & kit	359	-	-	49
Campsite & activities	300	-	-	-
District Events				-
Miscellaneous	254	-	-	-
Sub total	18,577	-	-	7,699
Grants				
Stonecross Grant	400	-	-	-
Other grants - Local Authority Covid-19	21,334	-	-	41,416
Sub total	21,734	-	-	41,416
Fundraising (gross)				
Other fundraising activities		-	-	-
Sub total	-	-	-	-
Investment income				
Bank interest	1,135	-	-	977
Building Society interest		-	-	-
The Scout Association Short Term Investment Service		-	-	-
Property Rent income	1,846	-	-	930
Other investment income		-	-	-
Sub total	2,981	-	-	1,907
Total Gross Income	43,291	-	-	51,022
Asset and investment sales, etc.		-	-	-
Total receipts	43,291	-	-	51,022

Fenland Scouts Fenland Scouts Association Receipts and Payments Account

	Year start date		Year end date	
For the year from	01 April 2021	To	31 March 2022	
Receipts and payments				
	2021-22			2020-21
	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	£	£	£	£
Payments				
Charitable Payments				-
Grants to Scout Groups within District	1,092	-	1,092	4,137
Youth programme and activities		-	-	-
Campsite expenditure	382	-	382	677
Tenant rent refund		-	-	520
Caretaker at Headquarters	2,487	-	2,487	1,946
Headquarters running expenses	747	-	747	4,158
Improvements to headquarters	5,536	-	5,536	-
Insurance	1,209	-	1,209	1,158
Equipment purchases	1,014	-	1,014	-
Purchase of badges	102	-	102	-
Training	1,176	-	1,176	-
District Events		-	-	-
Appointment expenses	110	-	110	-
Miscellaneous	518	-	518	260
Sub total	14,373	-	14,373	12,856
Fundraising expenses				
Other fundraising costs	-	-	-	-
Sub total	-	-	-	-
Total Gross Expenditure	14,373	-	14,373	12,856
Asset and investment purchases, etc.	-	-	-	-
Total payments	14,373	-	14,373	12,856
Net of receipts/(payments)	28,918	-	28,918	38,166
Transfers between funds				
Cash funds last year end	136,552	15,505	-	152,057
Cash funds this year end	165,470	15,505	-	180,975

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Statement of assets and liabilities at the end of the year

	31 March 2022				31 March 2021
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Total funds
	£	£	£	£	£
Cash funds					
Bank current account	93,448	15,505	-	108,953	81,024
Bank deposit account		-	-	-	-
Building society account		-	-	-	-
Fixed Term deposit with Shawbrook Bank	71,968	-	-	71,968	70,977
Cash/Floats	54	-	-	54	56
Total cash funds	165,470	15,505	-	180,975	152,057
Other monetary assets					
Rent	-	-	-	-	-
Debts due from the County/Area/District/Group		-	-	-	3,570
Insurance claim	-	-	-	-	-
Sub total	-	-	-	-	3,570
Investment assets					
Investment property - detail	-	-	-	-	-
Quoted investments	-	-	-	-	-
Other investments - detail	-	-	-	-	-
Sub total	-	-	-	-	-
Non monetary assets for charity's own use					
Land & Buildings					
Oldfield Lane, Wisbech	Unrestricted	-	-	Unrestricted	Unrestricted
Gaul Road, March	Unrestricted	-	-	Unrestricted	Unrestricted
Other - Rent				-	-
Sub total	-	-	-	-	-
Liabilities					
Accounts not yet paid	19,866	-	-	19,866	1,327
Expenses incurred but not invoiced	-	-	-	-	-
Subscriptions prepaid	-	-	-	-	-
Loan - detail	-	-	-	-	-
Other liabilities	-	-	-	-	-
Sub total	19,866	-	-	19,866	1,327

Independent examiner's report to the trustees of Fenland District Scout Association.

I report to the trustees on my examination of the accounts of the Fenland District Scout Association for the year ended 31st March 2022

Responsibilities and basis of report

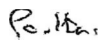
As the charity trustees of the Fenland District Scout Association, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act').

I report in respect of my examination of the Fenland District Scout Association 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.

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.

Signed: 

Name: Nigel Mark Poulter

Relevant professional qualification or membership of professional bodies (if any):
Chartered Accountant

Address: 32 West Street, Over, Cambridge CB24 5PL

Date: 24th June 2022