

LEES WOOD CAMPSITE, CHANDLERS CROSS, REPORTS AGM 2024



Lees Wood Camp Site

Is a charity which operates as “Lees Wood Scout and Guide Activity Centre” situated on land known as “Lees Wood” at Fir Tree Hill, Chandler’s Cross, near Rickmansworth in the county of Hertfordshire. The land comprises 17.34 hectares (47 Acres) of woodland and is freehold property jointly owned by the District Scout Councils of Watford North and Watford South, the adjoining field purchased in 2010 is owned by the charity ‘Lees Wood Campsite’ and brings the total freehold area of the whole site to approximately 70 acres.

The charity operates according to the Policy, Organisation and Rules of both ‘The Scout Association’ and ‘The Guide Association’.

SECRETARY: VACANT

BOOKING SECRETARY: Mr I. Leach, 21 Denmark Street, Watford WD17 4YA

MANAGEMENT COMMITTEE (2023)

Charity Trustees (see below)

G. RAVEN (Camp Warden)

G. FARTHING (Chairman)

VACANT (Minute Secretary)

Miss A. SMALL (Treasurer)

S Mawhinney nominated by Watford North

I Brunt nominated by Watford North

D Fayer - nominated by Watford South

J. WRIGHT nominated by Watford South

J. BANKS nominated by Girlguiding South West Herts

L. TOWNLEY nominated by Girlguiding South West Herts

CO-OPT MEMBERS

Ian Leach (Dep Warden), and Roger Sands

CHARITY TRUSTEES

The two Scout District Commissioners and District Chairperson of Watford North, and Watford South and the Girlguiding South West Herts Division Commissioner are the Charity Trustees and as such are ex-officio members of the Lees Wood Campsite Management Committee.

CUSTODIAN TRUSTEES

The Scout Association Trust Corporation,
Gilwell Park Chingford London E4 7QW

BANKERS

CAF Bank Limited, 25 Kings Hill, West Malling, Kent ME19 4JQ

Metro Bank, 113 High Street, Watford, Hertfordshire WD172DQ

INDEPENDENT EXAMINER

TaxAssist Accountants, 117 High Street, Chesham, Buckinghamshire HP5 1DE

<http://www.leeswood.org.uk>

CHAIRMAN'S REPORT 2023

The aim of Lees Wood Campsite is to help the aims of both Scouting and Guiding to promote the development of young people in achieving their full physical, intellectual, social, and spiritual potential as individuals, as responsible citizens and as members of their local, national, and international communities.

This is achieved by providing a well-managed, secure, and attractive woodland environment enabling the campers (our customers) to obtain maximum benefit from their visits, and by creating a welcoming atmosphere to which they wish to return.

It has been a good operating year with good visitor numbers with an upturn in booked activities. Looking forward Lees Wood has held the prices for 2024 as the same as 2023, you can make your bookings via Lees Wood Website (<http://leeswood.org.uk>).

Please see the Appendix to this report, showing the visitors and booked activities Lees Wood has been able to provide you in 2023 (prepared by Sean McCallum).

I and the Management Committee are grateful to all the volunteer crews / instructors for giving up their time to deliver activities and facilitate camping. This in itself would not have been possible without the continuing commitment of our Warden, Graham Raven and his small core team.

We are also grateful to those in an administrative role who have continued to volunteer their time to support the Woods, often working unseen in the background.

2024 is Lees Wood 60th Anniversary which we are celebrating with our Anniversary Camp. I trust this is already in your diaries. If not, there will be more later in the AGM meeting.

However, if we want Lees Wood Campsite to be here for future generations our infrastructure needs to be updated /replaced. Last year I talked about a capital project, to start the process of replacing/refurbishing our buildings and investigating what we can do to be "off grid" as much as possible for utilities. During the year we have been in dialog with Three Rivers Council Planning team to obtain Planning permission for a new Volunteer Centre (Crew) and combined shop. Planning permission was received during October. Now there is the major task of raising capital to fund this development. We are indebted to Ali Hamilton stepping forward to head up a small sub group to lead on the fundraising (if you want to get involved, please contact her).

In addition we have submitted another planning application for outline planning permission for improvements to the remaining site, primarily Beeches, Flight Oaks, Les Willis, Solar array etc.

As I pen this report, I believe the answer is not far away. There is little more work to be done re the Solar array. I hope to be able to say more at the AGM.

In particular I would like to thank Richard Townley for his substantive support. His practical commitment and knowledge he has brought to our refurbishment programme, and the Building Sub Committee to provide for the future of Lees Wood.

Before introducing any improvements/ changes, the ethos of keeping Lees Wood Campsite as a greenfield low-key user-friendly site remains clearly in our collective minds.

Finally and not least as this is my last report as Chairman, I wish to thank all those that have supported me (and therefore Lees Wood) in whatever capacity over my time in the Chair. There have been difficult times COVID certainly did not help, as well as good.

However, there is now a seed change in thinking that we need to rebuild our infrastructure in an environmentally friendly way (also by default reducing our running costs) and provide our campers/ visitors with an enhanced quality experience.

To the incoming Chair this is an exciting and challenging time for Lees Wood. The coming few years will put Lees Wood on the road for another 60 years of developing our youth ("skills for life") through outdoor experiences and adventures. I will support you to ensure a smooth handover, but I am very much aware you will be the Chair of Lees Wood Campsite going forward not me.

Goodbye from the Chair but not Lees Wood.

Graham

Graham Farthing (Chairman)

Wardens Report 2023

2023 was a busy year for the team at Lees Wood with camping and building bookings returning to somewhat pre pandemic levels, although most groups who came to see us were significantly down in individual numbers to previous years. Whether that is a result of a post Covid hangover still affecting peoples thought process or the increasing costs of everyday living remains to be seen, we will, however, carry on delivering a great offer and keep the costs the same where ever possible so that we remain competitive and good value for money for those who decide on us as a destination of choice.

Hopefully now, the poor winter weather of rain and wind that has battered the trees and woodland over the last couple of months is behind us, Mother Nature has condemned the weak and thinned out some areas of the forest quite severely, but this natural selection has opened up the canopy and will allow fresh growth to start again on the woodland floor to begin the cycle all over again. As I write these notes today the sun is shining and outside looks to be what could be a glorious Spring day and I have to remind myself that it is still only mid February. However it is only a few short weeks before we open the gates again to visitors and welcome everyone back for a new season of fun and friendship, of learning and development.

The program of work this year is full, bookings are piling in and we have very ambitious plans for the 60th Anniversary Fund Raising Camp which I'm sure will be a great success. The Fund Raising Committee have started to get some ideas together for where the money will come from for our new Building and I'm excited by level of input and engagement shown by the Management Committee and various sub committees, hopefully we will start to see the fruits of their labours being harvested very soon.

Finally, as I do every year, I want to thank all those who choose to give up their own precious time to volunteer with us, my immediate team of Ian, Sean, Nick are invaluable to the site, as are the crews and instructors who ensure that our site and activities are run safely, professionally and within budgets, but most importantly we owe a debt of thanks to all of those paying visitors who keep on coming back year after year, generation after generation to enjoy with us the beauty and tranquillity of Lees Wood.

Here's looking forward to another 60 years!

Thank you

Graham Raven

March 2024

TREASURERS REPORT 2023

The Accounts have been drawn up on a 'receipts and payments' basis consistent with previous years. The Trustees of the Charity as at the 31st December 2023 are the Chairmen and District Commissioners of the Watford North and Watford South Scout Districts and the Girlguiding South West Herts Division Commissioner. "Lees Wood Camp Site" will be referred to as "the Charity" in these notes. The trading name of the Charity is "Lees Wood Scout and Guide Activity Centre".

The property is owned jointly by the Watford North and Watford South districts and not the charity. The value of the freehold site will therefore be an asset in each district's own accounts. However, the field does belong to the Charity and is included in our assets at purchase price.

The Charity's main income is normally raised by fees paid by Scout/Guide campers for outdoor and indoor accommodation, and I am very pleased to report income has returned to more 'normal' levels since covid.

The Charity's outgoings are kept to a minimum consistent with the maintenance of a good and safe campsite. Running costs including utilities, insurance and admin were covered by the income that we received. We are still very concerned about the increased costs of utilities, and we are keeping a close eye on these costs. As the re-development project has started there has been expenditure on this and the fund raising committee are working hard to raise funds for this.

On a personal note I would like to express my sincere thanks to Ian Leach for processing the day to day banking and record keeping and to the Management Committee, and other volunteers for their continued help and support. Also huge thanks to Graham Farthing for all of his help during his time as Chairman. This site and its success is due to the hard work of volunteers, thanks to all of them.

Amanda Small - Treasurer

Lees Wood - Management Accounts at 31/12/23			
<u>Summary</u>			
	2022		2023
Income	£65,708.76		£79,398.04
	-		-
Expenditure	£63,610.49		£45,514.60
Trading	£2,098.27		£33,883.44
Corner Field	£0.00		£0.00
Capital Expenditure & Major Repair	-£3,768.00		£12,485.60
Excess/(deficit)	-£1,669.73		£21,397.84
B fwd	£56,786.09		£55,116.36
total	£55,116.36		£76,514.20
Represented by	2022		2023
CafBank (Site Account)	£263.90		£789.98
CafBank (Gold Account)	£44,369.59		£39,696.85
Metro Bank	£1,920.70		£34,937.95
Cash in Hand re site	£334.00		£1,417.92
Cash in Hand re Provider	£67.60		£16.89
Providore Stock	£2,160.57		£1,654.61
Accrual / prepayment	£6,000.00		-£2,000.00
	£55,116.36		£76,514.20

Income Details				
	2022	2022	2023	2023
Facility Usage				
Camping Fees	£25,243.30		£32,286.11	
Deposits	£680.00		£1,050.00	
Flight Oaks	£6,090.00		£7,941.00	
Deposits	£1,750.00		£300.00	
Beeches	£5,970.00		£8,980.00	
Deposits	£1,120.00		£1,050.00	
Cabin	£1,170.00		£1,814.50	
Archery Range	£3,022.50		£2,741.50	
Bouldering Wall	£2,605.00		£2,092.50	
Car track rental	£500.00		£500.00	
Crossbows	£337.50		£150.00	
Equipment Hire	£260.00			
Shooting Range	£2,972.50		£2,749.00	
Slackline	£30.00		£100.00	
Games	£250.00		£105.00	
Pedal Karts	£1,592.50		£1,595.00	
Axe Throwing			£356.25	
Misc	£395.00			
Total		£53,988.30		£63,810.86
Vending				
Providore Takings	£5,851.82		£6,654.68	
Providore Stock Increase				
Total		£5,851.82		£6,654.68
Utility Usage				
Electricity coin meter	£586.00		£390.00	
Total		£586.00		£390.00
Events				
Activity Day	£1,275.50		£1,624.70	
BBC Eastenders			£6,000.00	
Total		£1,275.50		£7,624.70
Grants & Donations				
Leslie Sell Charitable Trust				
Three River DC Covid Grant				
Herts Freemasons	£750.00			
Abbots Fellowship	£150.00			
Three Rivers DC	£1,817.55			
JRG Equipment	£400.00			
Romanum Lodge	£250.00			
Sundry Donations	£429.03		£399.05	
Total		£3,796.58		£399.05
Investment Income				
Bank Interest	£190.15		£518.75	
Total		£190.15		£518.75
Miscellaneous				
Metal Recycling				
Herts Scout Lottery	£20.41			
Sundries				
Total		£20.41		£0.00
TOTAL INCOME		£65,708.76		£79,398.04

Expenditure Details				
	2022	2022	2023	2023
Site				
Archery			£383.85	
Consumables	£874.37		£675.70	
General Maintenance	£4,786.85		£4,126.68	
Shooting range			£134.00	
Staff expenses	£2,103.05		£1,946.16	
Veolia ES (UK) Ltd (skip)	£1,822.22		£1,753.99	
Washing & Cleaning	£104.90		£251.30	
Hygiene Services	£1,247.40		£1,361.40	
Go Karts				
Assault Course	£1,318.65		£237.16	
Bouldering Wall				
Slackline				
Nature Trail				
Axe Throwing			£208.76	
Fire Detection & Alarm System	£1,505.53		£1,878.06	
Oak Processionary Moths	£2,100.00		£420.00	
Total		£15,862.97		£13,377.06
Utilities				
Gas	£2,063.84		£2,469.24	
Electricity	£7,584.57		£7,480.26	
Telephone	£639.18		£867.99	
Water	£16,195.96		£852.35	
Rates	£1,804.80		£262.40	
Total		£28,288.35		£11,932.24
Insurances				
Buildings & contents	£9,835.04		£11,108.75	
Motor vehicles	£840.80		£905.60	
Personal Acc & Medical	-£42.00		£52.00	
Public Liability	-£530.00			
Total		£10,103.84		£12,066.35
Administration				
Accountancy Fees	£618.00		£630.00	
Bank Interest and Charges	£55.02		£366.83	
Sum Up charges	£203.22		£180.14	
Postage				
Stationery	£50.00			
TV Licence	£159.00		£159.00	
Booking System	£224.40		£238.80	
Website hosting & maint	£288.33		£315.45	
IT	£382.67		£37.72	
Misc	£120.08		£73.60	
Total		£2,100.72		£2,001.54
Events				
Activity Day	£1,260.77		£1,373.94	
Anniversary Camp 2024			£522.50	
Green Beret				
Total		£1,260.77		£1,896.44
Vending				
Providore purchases	£3,404.38		£3,735.01	
Providore stock used	£289.46		£505.96	
Total		£3,693.84		£4,240.97
Miscellaneous				
Training	£2,300.00			
Total		£2,300.00		£0.00
Total Payments		£63,610.49		£45,514.60
Capital Expenditure & Major Repair				
Development	£3,768.00		£12,485.60	
Total		£3,768.00		£12,485.60
TOTAL EXPENDITURE		£67,378.49		£58,000.20

Fixed Assets as at the 31st December, 2023

Guidance figures for the following have been assessed as follows:

1. From the insured values, which were re-valued professionally in 2002 and the figures are index linked
2. The land is owned jointly by the Watford North and Watford South District Scout councils and is not an asset of Lees Wood Camp Site.
3. The new field is valued at the purchase price in 2010 and is the property of Lees Wood Camp Site

	Value	Contents & Equipment
Freehold Property known as the field	£75,000	
Buildings and equipment:		
Camp office and crew quarters	£75,462	£8,479
Flight Oaks' & back lodge	£254,700	£12,114
Toilet block	£113,196	£1,407
Store hut and workshop	£47,162	£8,479
Providore & staff quarters (excluding stock)	£15,088	£6,340
Standing timber	£29,188	£0
Climbing wall	£7,543	£0
Garage excluding vehicles	£9,429	£6,298
Beech Wood Building 1	£75,462	£6,661
Beech Wood Building 2	£18,860	£0
Toilet block 2 (Adjacent to car park)	£17,747	£0
Les Willis Hut	£12,000	£3,000
Beech Wood Building 3 (Toilet)	£3,494	£0
Bouldering Box	£2,000	£500
Beaver Fort	£2,000	
New Storage Containers	£4,308	£500
Motor vehicles (Site use only): -		
Fordson Tractor reg FJH9C		£1,000
John Deere mower		£3,770
Siromer A3C 304 Tractor		£13,214
Fire Safety Equipment		£2,000
	£762,639	£73,762


Liabilities (due within one year)

There are no liabilities due within one year.

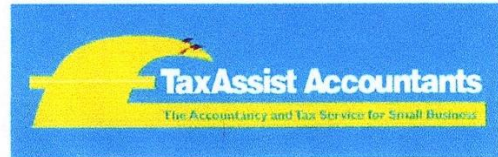
Liabilities due over more than one year and contingent liabilities.

There are no long term or contingent liabilities.

This Report and Accounts were approved by the Management Committee, subject to Independent Examination, at their meeting held on the 12th March 2024 and signed on their behalf by



Graham Farthing, Chairman



Independent examiner's report to the trustees of Lees Wood Campsite (RCN: 810314)

I report on the accounts of Lees Wood Campsite for the year ended 31 December 2023, which are set out on pages 7 to 9.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Amit Joshi

Amit Joshi FCCA
10th April 2024

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APPENDIX

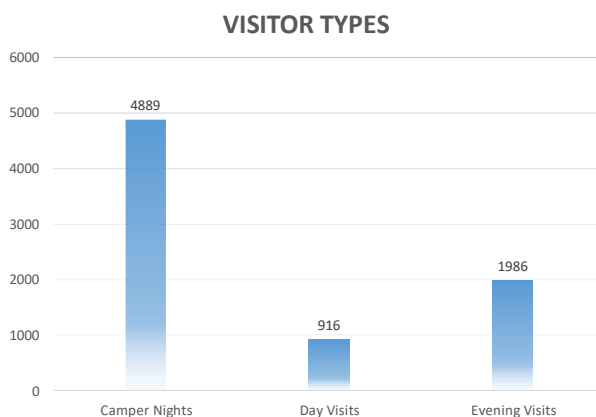
Lees Wood 2023

At a glance

31st October 2022 – 31st October 2023



Visitors



Visitors are recorded in 3 categories

- Campers (These are recorded as camper nights)
- Day Visits
- Evening Visitors
(Watford North District Scouts, Watford South District Scouts and South West Hertfordshire Girl Guiding Division all get free use of the site for section meetings)



Building Visitors

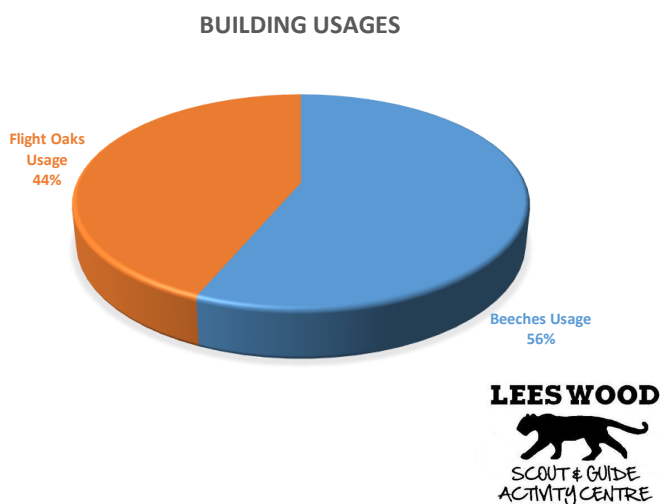
Lees Wood has 2 Accommodation Buildings

Flight oaks which has 28 Beds

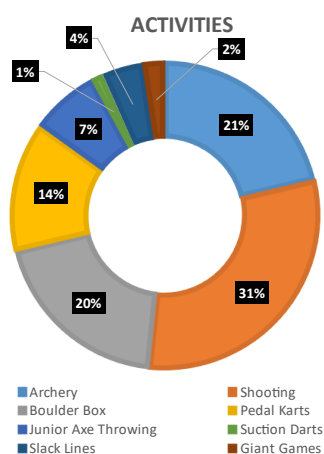
Beeches which has 20 Beds

The graph shows the percentage split of usage, the real numbers are 17 Hires for Flight Oaks and 22 Hires for Beeches

That equates to another 916 Camper nights that aren't included on Slide 1



Activities – 306 Hours of Activities Provided



Lees Wood currently offers 8 Activities

Both Archery and Shooting are lead by onsite instructors, whilst all other activities are leader led.

To the left you can see how that 306 hours is spread across the 6 activities

