



## The Boys Brigade North West Kent Battalion Annual Report 2020/21

### Introduction

The Boys' Brigade, North West Kent Battalion was constituted in 1975. The Constitution has been amended on a number of occasions and was rewritten and approved by Battalion Council on 19<sup>th</sup> November 2015. The Battalion is a registered charity No. 1044516.

The object of the charity is 'The advancement of Christ's Kingdom among boys and the promotion of habits of obedience, reverence, discipline, self-respect and all that tends towards a true Christian Manliness' and in fulfilment of this object shall provide support to companies within the Battalion area.

The Battalion consists of all Boys' Brigade Companies within the County of Kent other than those in East Kent Battalion and London District.

The charity is administered by an Executive, comprising:

<i>Office Bearers:</i>	<i>President:</i>	<i>Vacant</i>
	<i>Secretary:</i>	<i>Mr Andrew Foster</i>
	<i>Treasurer:</i>	<i>Graham Tucker</i>
	<i>Vice-President:</i>	<i>Mr Tony White</i>
	<i>Vice-President:</i>	<i>Mr Les Eyers</i>
	<i>Vice President:</i>	<i>Vacant</i>
	<i>Vice President:</i>	<i>Mr Henry Austin</i>
	<i>Young Leader x2</i>	<i>Vacant</i>
<i>Other Members:</i>	<i>Mrs Barbara Austin, Minute Secretary</i>	

### Finance

The Battalion financial position is presented in the Treasurers' Report.

### Membership

The membership of our Battalion is difficult to gauge at the moment as the Covid situation has meant companies have not been meeting normally. It is hoped that most companies have weathered the pandemic and have resumed with at least the same membership.

### *Camps and Holidays*

Due to the Covid 19 Pandemic all overnight activities for the season have been cancelled, apart from two Church groups. We look forward with optimism that we will again be able to run these activities in 2022.

### *Training*

Training locally has been severely restricted due to the Covid pandemic and it has not been possible to offer local training. There have been a number of opportunities for training presented at a national level virtually that have been well received by those who have taken part. We look forward to what will come from the new Leader Development Community next year when the old BTO system will be replaced.

### *Development*

The executive are keen to give help to companies to enable them to enhance their programs or grow. The executive have ring fenced some funds to enable Companies to recruit/enhance their program. It should be said that these funds have not been taken up in any large numbers. It may be that as we come out of this pandemic, funds will be a challenge and if the Battalion can assist with recruiting or enhancing your program please contact a member of the executive.

### *Battalion Activities & Competitions*

All events have had to be cancelled this year due to the Covid 19 pandemic. We hope to be able to provide a full program when circumstances allow.

### *Properties*

#### Honeyhill

All bookings for Honeyhill this season have been cancelled. Fortunately all those who had booked for 2020 and 2021 have moved their booking to a future date or have asked us to hold their deposit for a future booking.

HOGS have been meeting (maintaining Covid rules) since restrictions have eased and taken the opportunity to make improvements to the site. The site has been fenced off from the woods to provide better security and demarcation.

The group continue to enjoy great fellowship whilst maintaining and improving the facilities at Honeyhill. New members always welcome, **no experience necessary.**

#### Water Activity Centre ( WAC )

The ongoing Covid situation has enabled the WAC team to concentrate on their skills and working towards the Paddlesports Leaders (PL) qualification that BBHQ have specified as necessary to lead water sports activities. Thanks to the commitment of the team who put in many hours of training Pete Robus, Peter Richards, Dan Westgate, Mark Packer, Graham Clark and Cat Reynolds successfully completed their PL assessment in July 2021. We have other members of the team working towards this qualification and the next assessment has been arranged for March 2022. Several members of the team attended a BBCC course in September to further develop their skills.

A very successful Leaders Day was held in June to highlight the experiences available to our young people at the WAC. It was particularly pleasing to have Leaders from Bromley and West Kent Battalions attending. As restrictions have eased we have welcomed groups including those from 2<sup>nd</sup> Tonbridge and 4<sup>th</sup> Bromley, where 14 members gained their British Canoeing start award which also contributes to the new Company and Seniors award programmes.

The Team are looking to engage and discuss with companies to deliver a range of water sports which would be suited to their groups to run alongside our ambition to introduce 100 new young people to the WAC in 2020. In addition they are planning the launch of "Splash Sunday" postponed due to the Covid restrictions.

Thanks are due to the team that run the sessions and those who have contributed to the improvements made at the WAC which continue to be well received by all users.

### *Young Leader*

The young leader network has struggled due to apathy or just a lack of necessity to take off. We currently do not have a young leader on the executive. We are posting two vacancies at the moment. If you are a young leader and would like the voices of your age group represented please give it prayerful consideration.

### *O.B.M*

#### *(Online Brigade Manager)*

This is a vital tool which all companies should be using in their day to day administration. It enables exchange of ideas as well as a communication tool for the companies. I cannot emphasise enough how important it is to use this database. Please ensure that you sign up for this as an individual as well as at company level. Check your personal details and keep them up to date. If your training records are not up to date, contact Felden to get them updated. As well as using it as a tool to assist you in running your companies it is the vehicle that is used to input your annual returns. It can also save you time and help with communications. Don't be put off by the time it takes to input the data initially it will save you time in the long run. IT IS A GREAT SOURCE FOR PROGRAM IDEAS

### *The Future*

Talks have taken place with our neighbouring Battalions, West Kent, Bromley and East Kent to establish much closer working relationships and the sharing of resources. The eventual aim of BBUK is to streamline the organisation to make it more relevant to the size of the membership. With this in mind the executive proposes to set up a steering group to explore the advantages and benefits this could bring to what can be offered to our young people. We will be looking for a few people who work within companies and have an interest in ensuring the future work of the BB to serve on this group.

### *Summary*

Whilst we as a Battalion still have 10 companies registered, a number are low on numbers of both young people and staff. Sadly we saw the closure of the 3<sup>rd</sup> Maidstone Company this year due to lack of leaders. The executive is particularly concerned about the shortage of volunteers coming forward to help run the companies. The executive is

still holding funds available to companies for recruiting. Anyone wishing to avail themselves of this funding, should contact us.

The executive continue to work towards supporting the companies in our Battalion and look to the future with more input from young people and new ideas together with a closer relationship with our neighbours.

### Thanks

There is great work being done for our young people within the Battalion and our thanks go to all staff enabling this.

I personally would like to thank all the Executive committee and organisers of events. If you feel that you could fulfil a role on the executive or feel led to help organise an event please consider it. Speak to any member of the executive if you want to know more.

IT IS YOUR BATTALION - YOU ARE THE BATTALION!

### Reminder to Captains.

Annual returns will again need to be filed using OBM. Please ensure that you complete your returns.

Andy Foster

Battalion Secretary – October 2021

Report compiled on behalf of Battalion Executive.

**THE BOYS' BRIGADE  
NORTH WEST KENT BATTALION**

**ACCOUNTS**

**31st March 2021**

**Registered Charity Number: 1044516**

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**THE BOYS' BRIGADE  
NORTH WEST KENT BATTALION**

**GENERAL FUND  
INCOME AND EXPENDITURE ACCOUNT  
Year ended 31st March 2021**

	2021	2020
<b>Income</b>		
Subscriptions	0.00	588.00
Donations	0.00	
Interest	20.35	97.78
Competitions and Activities	0.00	2,230.00
Training Income	0.00	350.00
Sundry Income	0.00	250.14
	20.35	3,515.92
<b>Expenses</b>		
Printing and Stationery	90.00	75.47
Postage	25.36	6.96
Competitions and Activities	0.00	1,628.34
Training Costs	0.00	289.42
Helper Subscriptions	46.50	
Meetings and Conferences	0.00	100.00
Sundry Expenses	0.00	309.73
Depreciation:		
Annual	121.58	40.41
Additional	9.27	0.00
	292.71	2,409.92
<b>Surplus/(Deficit) for the Year</b>	<b>(272.36)</b>	<b>1,065.59</b>
Accumulated Surplus brought forward	14,115.15	13,049.56
<b>Accumulated Surplus carried forward</b>	<b>13,842.79</b>	<b>14,115.15</b>

**THE BOYS' BRIGADE  
NORTH WEST KENT BATTALION**

**HONEYHILL CAMPSITE  
INCOME AND EXPENDITURE ACCOUNT  
Year ended 31st March 2021**

	2021	2020
<b>Income</b>		
Site Fees	800.00	6,764.80
Site fee prepayments		
Grants and Donations	20,849.11	78.75
Miscellaneous	3,723.56	6,843.55
	25,372.67	
<b>Expenses</b>		
Water Charges	24.96	5,197.21
Electricity	142.44	497.04
Gas	41.00	0.00
Gas Tank Rental	82.36	82.36
Repairs	1,157.21	723.68
Grass Cutting & Mower Costs	476.91	697.33
Advertising & Mobile phone	42.23	
Insurance	807.39	735.09
Sundry Expenses	296.22	1,041.48
Depreciation:		
Annual	791.65	842.84
Additional	16.31	842.84
	3,070.72	1,041.48
	3,878.68	9,817.03
<b>Surplus/(Deficit) for the Year</b>	<b>21,493.99</b>	<b>(2,973.48)</b>
Accumulated Surplus brought forward	3,815.74	6,789.22
<b>Accumulated Surplus carried forward</b>	<b>25,309.73</b>	<b>3,815.74</b>

**THE BOYS' BRIGADE  
NORTH WEST KENT BATTALION**

**WATER ACTIVITY CENTRE  
INCOME AND EXPENDITURE ACCOUNT  
Year ended 31st March 2021**

	2021		2020	
<b>Income</b>				
Donations	20,793.00		156.84	
Site Fees	0.00		774.00	
Licence Fee	415.00	21,208.00	100.00	1,030.84
 <b>Expenses</b>				
Water Charges	112.00		148.00	
Electricity	166.61		133.61	
Repairs & Refitting	19.99		103.74	
Insurance	598.02		471.03	
Canoe Licences	126.00		117.60	
Mobile phone	41.89			
Sundry Expenses	128.59	1,193.10	144.92	1,118.90
Depreciation:				
Annual	426.06		344.49	
Additional	0.00	426.06	0.00	344.49
		<u>1,619.16</u>		<u>1463.39</u>
 <b>Surplus/(Deficit) for the Year</b>		<u>19,588.84</u>		<u>(432.55)</u>
 Accumulated Surplus brought forward		138.06		570.61
 <b>Accumulated Surplus carried forward</b>		<u>19,726.90</u>		<u>138.06</u>

**THE BOYS' BRIGADE  
NORTH WEST KENT BATTALION**

**BALANCE SHEET  
31st March 2021**

	2021	2020
<b>Fixed Assets</b>		
Per schedule	33,430.36	33,115.23
<b>Current Assets</b>		
Sundry Debtors	151.22	158.12
Cash at Bank	52,467.46	12,365.22
COIF Deposit Fund	16,000.00	16,000.00
	68,618.68	28,523.34
<b>Current Liabilities</b>		
Sundry Creditors	2,250.00	2,650.00
<b>Net Current Assets</b>	66,368.68	25,873.34
<b>Net Assets</b>	99,799.04	58,988.57
 Represented by:		
<b>Accumulated Funds</b>		
Property Fund	40,919.62	40,919.62
General Fund	13,842.79	14,115.15
Honeyhill Campsite	25,309.73	3,815.74
Water Activity Centre	19,726.90	138.06
	99,799.04	58,988.57

**NORTH WEST KENT BATTALION**

**SCHEDULE OF FIXED ASSETS**

**31st March 2021**

	<b>2021</b>	<b>2020</b>
<b>Honeyhill Campsite</b>		
Cost brought forward	20,695.79	20,695.79
Additions during the year	<u>0.00</u>	<u>-</u>
	20,695.79	20,695.79
Depreciation brought forward	7,572.44	7,249.02
Depreciation during the year	<u>301.30</u>	<u>323.42</u>
	7,873.74	7,572.44
	<b>12,822.05</b>	<b>13,123.35</b>
<b>Water Activity Centre</b>		
Cost brought forward	15,590.27	15,590.27
Additions during the year	<u>0.00</u>	<u>-</u>
	15,590.27	15,590.27
Depreciation brought forward	3,463.85	3,341.36
Depreciation during the year	<u>121.26</u>	<u>122.49</u>
	3,585.11	3,463.85
	<b>12,005.16</b>	<b>12,126.42</b>
<b>Equipment</b>		
Cost brought forward	28,108.17	25,089.30
Additions during the year	<u>1,680.00</u>	<u>3,018.87</u>
	29,788.17	28,108.17
Depreciation brought forward	20,242.71	19,460.88
Depreciation during the year	<u>942.31</u>	<u>781.83</u>
	21,185.02	20,242.71
	<b>8,603.15</b>	<b>7,865.46</b>
<b>Total Fixed Assets</b>	<u><b>33,430.36</b></u>	<u><b>33,115.23</b></u>

**Independent examiner's report for The Boys' Brigade,  
North West Kent Battalion**

I report on the accounts of the Battalion for the year ended 31st March 2021, which are set out on pages 2 to 6.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the 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 material matters have come to my attention which gives me cause to believe that in, any material respect::

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

**David Hinton**



**Date**

11 / 8 / 21

# **The Boys' Brigade - North West Kent Battalion**

## **Finance Report - Year ending 31<sup>st</sup> March 2021**

The accounts presented have two sets of figures on each page. The figures for the year ending 31<sup>st</sup> March 2021 are on the left and the comparative figures for the previous year are on the right. Details which may require explanation are shown below.

The financial year was severely impacted by the Covid-19 Pandemic with both Honeyhill Campsite and the Water Activity Centre being closed for much of the year. As a result our regular income from Site Fees, Competitions and Activities was Nil for the year with the £800 figure stated representing Honeyhill site rental over Summer months for football training when allowed. All deposits made in previous years totalling £2,250 are being held for bookings either in 2021 or 2022 (see Sundry Creditors in Balance Sheet (page 5)).

During the lockdown period we were contacted by both Maidstone and Tonbridge & Malling Councils in respect of grants being made available to support businesses and charities forced to close during lockdown. As a result we were able to apply for grants from both Councils which ultimately totalled £40,386. These funds are being used to both support the Battalion with ongoing costs relating to the Honeyhill and Water Activity sites and in addition the offer of Covid Grants of up to £500 to Companies to support them as they reopen post lockdown.

**The General Fund** (page 2) - shows a loss of £272.36 for the year (including depreciation £130.85). The previous year showed a profit of £1,065.33. As mentioned above income for the fund was impacted by the loss of Competition and Activity income. Depreciation of assets also increased for the year as assets acquired in the previous financial year were depreciated for the first time. There was also a right down of old assets to zero resulting in an additional charge of £9.27.

**Honeyhill Campsite** (page 3) - shows a profit of £21,493.99 for the year (including depreciation £807.96). The previous year showed a loss of £2,973.48. The profit includes the previously mentioned grants received from Maidstone Borough Council of £20,193. Expenses remained in line with previous years and largely relate to ongoing maintenance of the site.

**Water Activity Centre** (page 4) - shows a profit of £19,588.84 (including depreciation £426.06). and again is supplemented by the grants from Tonbridge & Malling Council totalling £20,193. Had it not been for the grants the Centre would have generated a loss for the year due to no Site Fee income. Expenditure was in line with the previous year.

**The Balance Sheet** (page 5) - is a snapshot of the Battalion's affairs on 31<sup>st</sup> March 2021. Capital expenditure purchases totalling £1,680.00 were made during the financial year. Assets purchased were a Contax C600H ride on mower and a Mountfield SP185 Lawnmower for the Honeyhill site.

Our net current assets (a key to financial stability) have improved significantly as a result of the grants received and will allow the Battalion to maintain and improve its sites and to support Companies where needed going forward. Overall our finances remain satisfactory.

**Independent examination** - the accounts have been independently examined and no queries have been raised.

**Subscriptions** - The Battalion Executive recommend that subscriptions for the next session be waived, owing to the impact of COVID-19 on Companies income.

**Graham Tucker**  
**Treasurer**