

Kent County Scout Council

Trustees' report and financial statements

for the year ended 31 March 2021

Kent County Scout Council

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**Reference and administrative details of the charity, its trustees and advisers
for the year ended 31 March 2021**

Trustees	Mr D.P. Harris (County Chairman) Mr D. Harding (County Commissioner) Mrs T. Swift (Treasurer) Mr A.R. Hogben (Secretary)	
	Mr A. Bates Mr P. Betts Miss L. Cass Mr N. Gearing Mrs J. Grant (appointed 24 November 2020) Mrs C. Kirkpatrick Mr J. Martin Mr S. Moore Mr S. Rainsbury Mr K. Ridgway Mr A. Trill Mrs J. Wilson	
	Mr L. Starling (Youth Commissioner) Mr N. Patel (Youth Commissioner) Miss I. Myers (Deputy Youth Commissioner) (appointed 18 May 2020) Mr D. Everest (Young Person Representative) (appointed 24 November 2020) Mr A. Ray (Young Person Representative) (appointed 24 November 2020)	
Charity registered number	303471	
Registration number with The Scout Association	127	
Company name	Kent County Scout Council	
Other names the charity is known by	Kent Scouts	
Principal address	County Office, Kent Scouts Activity Centre Lower Grange Farm Grange Lane Sandling, Maidstone Kent. ME14 3DA	
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent. ME19 4JQ	
Auditors	UHY Kent LLP trading as UHY Hacker Young Thames House Roman Square Sittingbourne Kent. ME10 4BJ	

Kent County Scout Council

Trustees' report For the year ended 31 March 2021

The Trustees have pleasure in presenting their report and the audited financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011, the Charities SORP (FRS 102) (second edition), "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard in the UK and Republic of Ireland (FRS 102) (March 2018).

Structure, governance and management

The Kent County Scout Council'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.

The Kent County Scout Council is a trust established under its rules, which are common to all Scouts.

The Trustees are appointed in accordance with these rules at the Annual General Meeting, either by election or by approval of their nomination; other trustees may be co-opted during the year to serve until the next Annual General Meeting. Most trustees have previously served as trustees of Scout Groups and Districts and are therefore already familiar with trustee responsibilities and with the governing documents.

The Kent County Scout Council is responsible for providing leadership, advice and support for all the Scout Districts in Kent and, through them, for all the Scout Groups in the County. The County Office at Sandling near Maidstone co-ordinates the flow of information to and from all the Scout Districts and Groups. Volunteer leaders in the County Team organise agreed programmes for leader training, activities and events; they also publicise and promote scouting. The officers have the necessary authority for day-to-day management, but the ultimate responsibilities for general administration, including employment and legal compliance, rest with the Trustees.

The Trustees have identified the major risks to which they believe the County is exposed; these have been reviewed, and systems have been established to mitigate them.

The Trustees thank all the leaders who provide so much time and effort for the benefit of the young people who are members. We also thank everyone who help Scouting in less visible ways and all those who have provided funds, goods and services for the development of Lower Grange Farm.

Objectives and activities

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.

Kent County Scout Council

Trustees' report For the year ended 31 March 2021

The Scout Method

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; and
- make and live by their Promise.

The close liaison between Assistant County Commissioners and Assistant District Commissioners typifies the support provided for leaders, as do the links between Local Training Managers and the Scout Districts. The County Team also provide activities and equipment which are not available at local level, and try to give as many young people as possible the opportunity to participate in such activities, and to develop new skills.

The County meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings. We are convinced that Scouting provides relevant activities for young people, thereby benefitting the public at large. Although modest subscriptions and low charges for extra activities should encourage membership, places for new members may not always be available due to a shortage of leaders, or to the current leaders' existing heavy commitments; a shortage of suitable premises or locations for meetings and other activities can also be a problem.

Achievements and performance

Scouting in Kent continues to offer a wide range of activities for each of the sections. We continue to provide water, land and air activities, so that young people can develop a taste for sailing, canoeing, mountaineering, rock-climbing, archery, shooting, micro-lighting or kiting. Additionally, we continue to provide opportunities for leaders to acquire skills and certification so that they can instruct their members and can monitor their activities.

The charity's financial year finishes on 31 March 2021, so for this reporting year the impact of COVID-19 had a huge effect. In March 2020, the Scout Association instructed all its members to cease face-to-face scouting. Scouting continued with the leaders creatively providing scouting over a virtual platform and a programme of activities for the Great Indoors.

Lower Grange Farm stopped all activities and bookings, and provided refunds for any cancelled events. The staff were furloughed in March 2020 and our County center, Lower Grange Farm, was closed during this period and reopened from 25 July 2020 for a short period, before closing once again in November 2020. Scouting did continue in various forms by online video conferencing, and slowly started to return during the late summer 2020 before shutting down again. Our volunteers were, as ever, instrumental in delivering our activities during this time. Face to face, scouting did not start up again, until Easter 2021 after the financial year, being reported on in these statutory accounts, had ended.

Advice, risk assessment guidance and the return to face to face scouting has been provided by the UK Scout Association, and clarification and review from the UK HQ is being provided for County and District risk assessments.

Financial review and position

The accounts for the year ended 31 March 2021 show total income of £439k compared to £1.26m in 2020. Income from donations and legacies increased by £140k primarily due to the charity being eligible to claim funding from the UK government support schemes in response to the COVID-19 global pandemic. The charity had to furlough the majority of its employees under the government's Coronavirus Job Retention Scheme in response to it having to shut its center at Lower Grange Farm and face to face scouting ceasing. In addition to the Coronavirus Job Retention Scheme, Kent Scouts has also been fortunate to receive a rates relief grant and a lockdown restriction grant from both Kent County Council and Maidstone Borough Council.

Income from charitable activities reduced significantly from £1.18m to £256k. With face to face scouting not being able to take place, the majority of the Charity's income relates to membership subscriptions receivable from the various Districts. This is Kent Scouts' primary source of funding.

Kent County Scout Council

Trustees' report For the year ended 31 March 2021

Other trading activities income reduced from £58k to £8k due to activities at Lower Grange Farm not being able to take place for the majority of the year.

The Charity received £19k of other income in the year to 31 March 2021. This was in respect of compensation paid by Kent Scouts' insurers for costs incurred in relation to events such as the EuroJam that have had to be cancelled due to the COVID-19 pandemic.

Total expenditure decreased in-line with the decrease in income, from £1.24m to £407k, mainly due to many of the planned events not being able to take place.

The Charity held total fund balances at 31 March 2021 of £2.0m. Of these fund balances £1k are represented by restricted funds and £1.8m by designated funds. Designated funds include a fixed asset fund of £1.6k which represents the value of the Charity's tangible fixed assets. All other designated funds are expected to be utilised in due course once activities are able to resume.

During the pandemic Kent Scouts reacted quickly to ensure that the charity remained a going concern. A COVID-19 budget was introduced, which showed a reduced expenditure and income from our centers and activities.

Reserves policy

During the year the Trustees reviewed the Charity's reserves policy and increased this to cover 6 months of no income which is estimated at £100,000 to cover unforeseen circumstances and budget variances. This contingency would also provide funding for capital expenditure in excess of funds raised and the depreciation provisions. This amount has been set aside by the Trustees in a separate designated fund.

The suitability of this reserves policy will continue to be monitored on a regular basis to ensure it remains appropriate.

Plans for future periods

Growing and supporting scouting remains our main priority, especially through the global pandemic. Once the lockdown is over, we will re-start work to continue reducing waiting lists so that scouting can be available to as many young people as possible. Face to face scouting cautiously started to return over the latter part of the summer 2020 but had to shut down due to lockdown 3 in early November 2020.

COVID-19 has also had a major impact on our plans for a Kent International Jamboree (KIJ) in 2021, so the Management Committee of KIJ have decided to postpone this event which will now be held in 2022.

Lower Grange Farm reopened in 2021. Following the purchase of the land surrounding Lower Grant Farm in March 2019, and in consultation with all our stakeholders, work will continue to develop the land and the activities that can be offered.

Statement of trustees' responsibilities.

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

Kent County Scout Council

**Trustees' report
For the year ended 31 March 2021**

The Trustees are responsible for keeping proper 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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Auditors

UHY Hacker Young have indicated their willingness to continue in office as auditors, and a resolution for their re-appointment will be proposed at the Annual General Meeting.

The Trustees who held office at the date of the Report of the Trustee Board confirm that there is no relevant audit evidence of which the Charity's Auditors are unaware. Each Trustee has taken the necessary steps to ensure that they are aware of any relevant audit information and to establish that the Charity's Auditors are aware of that information.

The Trustees declare that they have approved the Trustees' Annual Report above on 20 July 2021 and signed on their behalf by:


.....
Mr Des Harris
County Chairman


.....
Mr Dean Harding
County Commissioner

Independent auditors' report to the Members of Kent County Scout Council

Opinion

We have audited the financial statements of Kent County Scout Council (the 'charity') for the year ended 31 March 2021 which comprise the Statement of financial activities, the balance sheet, the statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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 financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditors' report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Independent auditors' report to the Members of Kent County Scout Council (continued)

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

How the audit was considered capable of detecting irregularities including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- we identified the laws and regulations applicable to the charity through discussions with management, and from our commercial knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the accounts or the operations of the charity, including the Charities Act 2011;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting correspondence; and
- identified laws and regulations were communicated within the audit team and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's accounts to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was a susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

Independent auditors' report to the Members of Kent County Scout Council (continued)

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditors' report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



UHY Kent LLP
Chartered Accountants
Statutory Auditors
Thames House
Roman Square
Sittingbourne
Kent
ME10 4BJ

Date: 1 September 2021

UHY Kent LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

Kent County Scout Council

Statement of financial activities
for the year ended 31 March 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	156,160	-	156,160	16,002
Charitable activities	4	255,613	-	255,613	1,181,774
Other trading activities	5	7,834	-	7,834	58,283
Investments	6	307	-	307	762
Other income		18,909	-	18,909	100
		<u>438,823</u>	<u>-</u>	<u>438,823</u>	<u>1,256,921</u>
Total income					
Expenditure on:					
Raising funds		198	-	198	4,390
Charitable activities		407,071	-	407,071	1,239,365
		<u>407,269</u>	<u>-</u>	<u>407,269</u>	<u>1,243,755</u>
Total expenditure					
		<u>31,554</u>	<u>-</u>	<u>31,554</u>	<u>13,166</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		1,967,590	1,046	1,968,636	1,955,470
Net movement in funds		31,554	-	31,554	13,166
		<u>1,999,144</u>	<u>1,046</u>	<u>2,000,190</u>	<u>1,968,636</u>
Total funds carried forward					

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 12 to 27 form part of these financial statements.


Kent County Scout Council

Balance sheet
as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	11	1,633,298	1,666,280
Current assets			
Debtors	12	241,473	543,303
Cash at bank and in hand		837,732	818,980
		<u>1,079,205</u>	<u>1,362,283</u>
Creditors: amounts falling due within one year	13	(712,313)	(1,059,927)
Net current assets		<u>366,892</u>	<u>302,356</u>
Total net assets		<u><u>2,000,190</u></u>	<u><u>1,968,636</u></u>
Charity funds			
Restricted funds	14	1,046	1,046
Unrestricted funds	14	1,999,144	1,967,590
Total funds		<u><u>2,000,190</u></u>	<u><u>1,968,636</u></u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


.....
Mr Des Harris
County Chairman
Date: 20 July 2021


.....
Mrs Tracey Swift
Treasurer

The notes on pages 12 to 27 form part of these financial statements.

Kent County Scout Council

Statement of cash flows
for the year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities	51,574	86,901
	<hr/>	<hr/>
Cash flows from investing activities		
Dividends, interests and rents from investments	307	762
Purchase of tangible fixed assets	(33,129)	(7,051)
	<hr/>	<hr/>
Net cash used in investing activities	(32,822)	(6,289)
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	18,752	80,612
Cash and cash equivalents at the beginning of the year	818,980	738,368
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	837,732	818,980
	<hr/> <hr/>	<hr/> <hr/>

Notes to the financial statements
for the year ended 31 March 2021

1. General information

Kent County Scout Council is a charity registered in England and Wales, registration number 303471. It is governed by three documents:

- 1) The Scouts Association - Royal Charter 1912 (as amended);
- 2) The Policy, Organisation and Rules of The Scout Association (POR);
- 3) Constitution of the Kent County Scout Council dated 20 September 2016.

The charity's registered office is the Kent Scouts Activity Centre, Lower Grange Farm, Grange Lane, Maidstone, Kent, ME14 3DA.

2. Accounting policies

2.1 Basis of preparation of financial statements

The principal accounting policies adopted, judgements and key estimations of uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) (second edition) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 March 2018) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Kent County Scout Council meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charitable company to continue as a going concern.

The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements.

Following the easing of lockdown restrictions, Lower Grange Farm reopened in 2021. We will re-start work to continue reducing waiting lists so that scouting can be available to as many young people as possible. Whilst acknowledging the uncertainties that remain, the trustees are confident that the impact in the coming year will remain low.

Prudent revised forecasts have been prepared for the coming year, taking the reduction in income into account. On reflection of this the trustees have concluded there are no material uncertainties about the charity's ability to continue as a going concern and that it remains appropriate to continue to adopt the going concern basis of accounting in preparing the financial statements.

2. Accounting policies (continued)

2.3 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Membership subscriptions collected on behalf of other parts of the Scout movement are reported on SoFA net of any amount paid out. This is because these subscriptions are in effect held as agents before being paid out.

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the income. Where income has related expenditure (i.e. charitable activities), the income and related expenditure are reported gross in SoFA.

Investment income is included in the financial statements when receivable. Investment gains and losses include any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the year end.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

Income received in respect of members subscriptions and activities income was reclassified from the category of 'donations and legacies' to 'income from charitable activities' and the comparatives restated accordingly.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of charitable activities.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

2.5 Volunteers

The charity benefits greatly from the involvement and enthusiastic support of its volunteers. In addition to the Trustees, our volunteers include a number of roles which are instrumental to running a Scout Active Support Group, including: our County Commissioner; Scouts Active Support Managers and Co-ordinators as well as general support members.

In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution has not been recognised in these financial statements.

2.6 Government grants

Government grants relating to the Coronavirus Job Retention Scheme and Rates Relief Grant are recognised in the statement of financial activities as the related expenditure is incurred.

Notes to the financial statements
for the year ended 31 March 2021

2. Accounting policies (continued)

2.7 Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the statement of financial activities.

2.8 Taxation

Kent County Scout Council is a registered charity and is therefore potentially exempt from taxation on its income and gains as the charity falls within the definition of a charitable trust as defined in Part 1, Schedule 6 of the Finance Act 2010. No tax charge has arisen during the year.

2.9 Tangible fixed assets and depreciation

Tangible fixed assets costing £3,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Freehold property	-	2%
Office equipment	-	25%
Other fixed assets	-	25%

2.10 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

Notes to the financial statements
for the year ended 31 March 2021

2. Accounting policies (continued)

2.13 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.14 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2.16 Agency arrangements

Kent County Scout Council acts as an agent in collecting funds from local districts on behalf of Scout HQ.

Membership subscription income received from local districts is reported net of any amounts paid over to Scout HQ on the statement of financial activities as the trust does not have control over the charitable application of the funds. Further details of amounts paid over to Scout HQ are referred to in note 22.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Donations	7,079	7,079	16,002
Grants	5,000	5,000	-
Government grants	144,081	144,081	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	156,160	156,160	16,002
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<i>Analysis of 2020 by fund</i>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	16,002	16,002	
	<hr/> <hr/>	<hr/> <hr/>	

Notes to the financial statements
for the year ended 31 March 2021

3. Income from donations and legacies (continued)

The charity has been eligible to claim additional funding in the year from government support schemes in response to the coronavirus outbreak.

The charity furloughed the majority of its employees under the government's CJRS. The funding received of £93,795 relates to staff costs of £93,795 which are included within note 9 as appropriate.

The charity also received £25,000 as a rates relief grant, £15,286 as a lockdown restriction grant and £10,000 from Ashford Borough Council.

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Lower Grange Farm Activities	20,058	20,058	177,104
Membership subscriptions	191,647	191,647	191,223
Beavers	-	-	3,198
Cubs	2,818	2,818	13,489
Scouts	2,418	2,418	7,794
Explorer/Young Leaders	31	31	901
Global	8,776	8,776	7,750
Duke of Edinburgh	2,958	2,958	20,202
Scout Active Support	250	250	282
Badges	360	360	94
County	-	-	856
Other adventurous activities	26,297	26,297	758,881
Total 2021	255,613	255,613	1,181,774
<i>Analysis of 2020 by fund</i>		<i>1,181,774</i>	<i>1,181,774</i>

Included within "Other adventurous activities" above is income received in respect of the EuroJam of £22,077 (2020: £Nil). In 2020 this included income received in respect of the World Scouts Jamboree of £576,812 and Kandersteg of £169,928. These are special international events that are not undertaken year on year. Also included within this heading are other year on year activities totalling £4,220 (2020: £12,141).

Kent County Scout Council

Notes to the financial statements
for the year ended 31 March 2021

5. Trading activities

Income from non charitable trading activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Lower Grange Farm rental income and venue hire	7,834	7,834	58,283
<i>Total 2020</i>	<u>58,283</u>	<u>58,283</u>	

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Dividends	307	307	762
<i>Analysis of 2020 by fund</i>	<u>762</u>	<u>762</u>	

Notes to the financial statements
for the year ended 31 March 2021

7. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Lower Grange Farm activities	126,450	-	126,450	195,301
Kent International Jamboree	1,221	-	1,221	7,000
Beavers	335	-	335	2,441
Cubs	11,056	-	11,056	12,496
Scouts	13,647	-	13,647	8,878
Explorer/Young Leaders	156	-	156	4,567
Global	3,150	-	3,150	7,868
Duke of Edinburgh	5,364	-	5,364	14,428
Scout Active Support	563	-	563	507
Badges	5,903	-	5,903	2,008
District leadership, advice and support	129,661	8,285	137,946	170,861
Other adventurous activities	101,280	-	101,280	813,010
	<u>398,786</u>	<u>8,285</u>	<u>407,071</u>	<u>1,239,365</u>
<i>Total 2020</i>	<u>1,220,979</u>	<u>18,386</u>	<u>1,239,365</u>	

Of the total, £407,071 (2020: £1,223,021) has been allocated to unrestricted funds and £nil (2020: £16,344) to restricted funds.

Included within "Other adventurous activities" are direct costs in connection with the EuroJam (2020: World Scouts Jamboree and Kandersteg events).

Analysis of support costs

	District leadership, advice and support 2021 £	Total funds 2021 £	Total funds 2020 £
Trustee expenditure	2,329	2,329	6,857
Governance	5,956	5,956	11,529
	<u>8,285</u>	<u>8,285</u>	<u>18,386</u>
<i>Total 2020</i>	<u>18,386</u>	<u>18,386</u>	

Kent County Scout Council

**Notes to the financial statements
for the year ended 31 March 2021**

8. Auditors' remuneration

	2021 £	2020 £
Fees payable to the charity's auditor for the audit of the charity's annual accounts	4,100	4,692
Fees payable to the charity's auditor in respect of: All non-audit services not included above	240	1,920
	<u>4,340</u>	<u>6,612</u>

9. Staff costs

	2021 £	2020 £
Wages and salaries	141,297	171,714
Social security costs	8,198	6,426
Contribution to defined contribution pension schemes	2,206	2,507
	<u>151,701</u>	<u>180,647</u>

Included within the total above is £1,938 worth of payment in lieu of notice given to two employees.

The average number of persons employed by the charity during the year was as follows:

	2021 No.	2020 No.
Employees	11	14
	<u>11</u>	<u>14</u>

No employee received remuneration amounting to more than £60,000 in either year.

Due to the way the charity operates the trustees consider that they are the only key management personnel and since no trustee has been remunerated nor received any benefits during the year then there are no key management personnel disclosures to include (2020: £Nil).

Kent County Scout Council

**Notes to the financial statements
for the year ended 31 March 2021**

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £2,328 were reimbursed or paid directly to 4 Trustees (2020 - £6,857 to 19 Trustees), in respect of travel and subsistence.

11. Tangible fixed assets

	Land and buildings £	Scout equipment £	Other equipment £	Total £
Cost				
At 1 April 2020	1,739,800	243,359	106,043	2,089,202
Additions	-	-	33,129	33,129
At 31 March 2021	1,739,800	243,359	139,172	2,122,331
Depreciation				
At 1 April 2020	145,848	206,278	70,796	422,922
Charge for the year	16,800	23,605	25,706	66,111
At 31 March 2021	162,648	229,883	96,502	489,033
Net book value				
At 31 March 2021	1,577,152	13,476	42,670	1,633,298
At 31 March 2020	1,593,952	37,081	35,247	1,666,280

Included within freehold property is freehold land at cost of £899,819 (2020 - £899,819), which is not depreciated.

Kent County Scout Council

Notes to the financial statements
for the year ended 31 March 2021

12. Debtors

	2021 £	2020 £
Trade debtors	196,655	403,605
Other debtors	190	4,409
Prepayments and accrued income	44,628	135,289
	<u>241,473</u>	<u>543,303</u>

13. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	13,160	10,376
Other taxation and social security	1,408	2,241
Other creditors	45,787	18,042
Accruals and deferred income	651,958	1,029,268
	<u>712,313</u>	<u>1,059,927</u>

	2021 £	2020 £
Deferred income at 1 April 2020	1,023,976	881,293
Resources deferred during the year	612,648	1,014,220
Amounts released from previous periods	(989,958)	(871,537)
	<u>646,666</u>	<u>1,023,976</u>

Notes to the financial statements
for the year ended 31 March 2021

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Fixed asset fund	1,666,280	-	(66,111)	33,129	1,633,298
ReQuest 2021 fund	1,890	-	-	-	1,890
KIJ designated fund	4,409	-	-	-	4,409
Growth and development initiatives fund	40,000	-	-	-	40,000
Air rifles	879	-	-	-	879
LGF activities	40,068	-	961	(11,120)	29,909
Emergency designated funds	50,000	-	-	50,000	100,000
Sittingbourne and Milton District fund	332	-	-	-	332
Kites	620	-	-	-	620
Pond	1,927	-	(508)	-	1,419
Jamboree leaders	7,000	-	-	-	7,000
Refectory/residential	3,620	-	-	-	3,620
3D printer donation	-	5,000	(4,673)	-	327
	<u>1,817,025</u>	<u>5,000</u>	<u>(70,331)</u>	<u>72,009</u>	<u>1,823,703</u>
General funds					
Kent Scouts general fund	119,320	309,712	(210,488)	(72,009)	146,535
LGF general	31,245	124,111	(126,450)	-	28,906
	<u>150,565</u>	<u>433,823</u>	<u>(336,938)</u>	<u>(72,009)</u>	<u>175,441</u>
Total Unrestricted funds	<u>1,967,590</u>	<u>438,823</u>	<u>(407,269)</u>	<u>-</u>	<u>1,999,144</u>
Restricted funds					
Wilson Trust	100	-	-	-	100
Barry Thomas	946	-	-	-	946
	<u>1,046</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,046</u>
Total of funds	<u>1,968,636</u>	<u>438,823</u>	<u>(407,269)</u>	<u>-</u>	<u>2,000,190</u>

Notes to the financial statements
for the year ended 31 March 2021

14. Statement of funds (continued)

Designated funds are held for the following purposes:

- 1) The designated fixed asset fund represents the net book value of tangible fixed assets funded from unrestricted general funds.
- 2) ReQuest 2021 - funds held to support a scouting trip to Antarctica in 2021.
- 3) KIJ designated fund - funds held for the Kent International Jamboree occurring once every four years. The next event was due to take place in 2021 but to ensure the safety and wellbeing of participants it has been postponed. The next Jamboree is due to take place between 30 July - 6 August 2022.
- 4) Growth and development initiatives fund - to support part time development officers working to grow scouting in local areas.
- 5) Air rifles - a donation received to develop the shooting range and buy new air rifles.
- 6) LGF activities - a donation received to further develop Lower Grange Farm.
- 7) Conference tables - a donation received to purchase new conference tables.
- 8) Emergency designated funds - funds held are equivalent to the value of the reserves policy. It was agreed by the trustees within the year that this fund would be increased to £100k
- 9) Sittingbourne and Milton district - funds held on behalf of the Sittingbourne District.
- 10) Kites - funds held in order to purchase powered kites.
- 11) Pond - funds held to develop the pond on the land at Lower Grange Farm.
- 12) Jamboree Leaders - funds held to support the leaders on the World Jamboree.
- 13) Refectory/residential - funds held to develop the residential part of Lower Grange Farm with facilities such as bedrooms, training rooms, offices and catering.
- 14) 3D printer - funds held to purchase and maintain a 3D printer.

The donors of the income reflected in the designated funds (5), (6), (7) and (14) expressed non-binding preferences as to the use of the funds, which fall short of imposing a restriction in trust law. The trustees have therefore opted to respect these non-binding donor wishes by designating funds to reflect the purposes which the donor had in mind.

General funds represent the 'free' reserves readily available to trustees to spend as they see fit in accordance with the charity's objectives.

Restricted funds are held for the following purposes:

Wilson Trust and Barry Thomas Funds were donations received to help disadvantaged scouts to attend major events and jamborees.

Kent County Scout Council

Notes to the financial statements
for the year ended 31 March 2021

14. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers in/out</i>	<i>Balance at 31 March 2020</i>
	£	£	£	£	£
Unrestricted funds					
Designated funds					
Fixed asset fund	1,383,477	-	(44,110)	326,913	1,666,280
ReQuest 2021 fund	1,890	-	-	-	1,890
KIJ designated fund	13,887	-	-	(9,478)	4,409
Growth and development initiatives fund	40,000	-	-	-	40,000
Air rifles	4,500	-	(3,621)	-	879
LGF activities	50,000	-	(3,363)	(6,569)	40,068
Conference tables	4,000	-	-	(4,000)	-
Emergency designated funds	-	-	-	50,000	50,000
Sittingbourne and Milton District fund	-	4,000	(8,000)	4,332	332
Kites	-	300	-	320	620
Pond	-	2,230	(303)	-	1,927
Jamboree leaders	-	7,000	-	-	7,000
Refectory/residential	-	-	(1,158)	4,778	3,620
	<u>1,497,754</u>	<u>13,530</u>	<u>(60,555)</u>	<u>366,296</u>	<u>1,817,025</u>
General funds					
Kent Scouts general fund	121,051	1,023,321	(946,023)	(79,029)	119,320
LGF general	-	220,070	(220,833)	32,008	31,245
	<u>121,051</u>	<u>1,243,391</u>	<u>(1,166,856)</u>	<u>(47,021)</u>	<u>150,565</u>
Total Unrestricted funds	<u>1,618,805</u>	<u>-</u>	<u>(1,227,411)</u>	<u>319,275</u>	<u>1,967,590</u>

Notes to the financial statements
for the year ended 31 March 2021

14. Statement of funds (continued)

Restricted funds

Lower Grange Farm	112,845	-	-	(112,845)	-
Climbing wall	194,394	-	(4,272)	(190,122)	-
Microlight	18,000	-	(7,500)	(10,500)	-
Keenlaw equipment	10,968	-	(4,572)	(6,396)	-
Other funds	458	-	-	588	1,046
	<u>336,665</u>	<u>-</u>	<u>(16,344)</u>	<u>(319,275)</u>	<u>1,046</u>

Total of funds	<u>1,955,470</u>	<u>-</u>	<u>(1,243,755)</u>	<u>-</u>	<u>1,968,636</u>
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15. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	1,817,025	5,000	(70,331)	72,009	1,823,703
General funds	150,565	433,823	(336,938)	(72,009)	175,441
Restricted funds	1,046	-	-	-	1,046
	<u>1,968,636</u>	<u>438,823</u>	<u>(407,269)</u>	<u>-</u>	<u>2,000,190</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	1,497,754	13,530	(60,555)	366,296	1,817,025
General funds	121,051	1,243,391	(1,166,856)	(47,021)	150,565
Restricted funds	336,665	-	(16,344)	(319,275)	1,046
	<u>1,955,470</u>	<u>1,256,921</u>	<u>(1,243,755)</u>	<u>-</u>	<u>1,968,636</u>

Notes to the financial statements
for the year ended 31 March 2021

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,633,298	-	1,633,298
Current assets	1,078,159	1,046	1,079,205
Creditors due within one year	(712,313)	-	(712,313)
Total	1,999,144	1,046	2,000,190

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	1,666,280	-	1,666,280
Current assets	1,361,237	1,046	1,362,283
Creditors due within one year	(1,059,927)	-	(1,059,927)
Total	1,967,590	1,046	1,968,636

17. Pension commitments

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. Contributions totalling £5.148 (2020: £1.138) were payable to fund at the balance sheet date and are included in other creditors.

18. Operating lease commitments

At 31 March 2021 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	2,593	2,237
Later than 1 year and not later than 5 years	257	2,275
	2,850	4,512

19. Agency arrangements

Kent County Scout Council acts as an agent in collecting funds from local districts on behalf on Scout HQ.

Membership subscription income received from local districts is reported net of any amounts due to Scout HQ on the statement of financial activities as the charity does not have control over the charitable application of the funds. During the year ended 31 March 2021 the charity received subscription income of £676,323 (2020: £657,917) and paid over £484,676 (2020: £466,694) to Scout HQ.