



## Trustees' Annual Report for the period

**From** 01/04/2022  
**To** 31/03/2023

**Charity name: Bispham Hall Scout Estate**  
**Charity registration number: 503724**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Bispham Hall Scout Estate's purpose is to provide safe, secure and appropriate camping facilities, indoor accommodation and facilitate training, outward-bound and scouting related activities for the benefit of the scout association members, guide association members and all other youth organisations.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Here is a brief summary</b>  <b>To carry out its purpose Bispham Hall Scout Estate must continually repair, maintain and improve the facilities that it has to offer. This includes 60 acres of fields and woodland, toilet and wash/shower facilities and a facility that offers indoor accommodation, cooking and activity space for 60 people.</b>  <b>The major maintenance and repair tasks have included: -</b> <ul style="list-style-type: none"><li>• <b>Completion of staff accommodation refurbishment</b></li><li>• <b>Statutory testing such as PAT tests, Boiler services, etc</b></li></ul> <b>Further information about this year's activities is included in Appendix A and Appendix B</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	<b>All trustees' actions have been taken with regard to coincide with guidance from the charity commission to the best of their knowledge.</b>

Commission on public benefit		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Here is a brief summary please see Appendix A and Appendix B for further details of this year's undertakings.</b></p> <p><b>New facilities include</b></p> <ul style="list-style-type: none"> <li>• <b>Axe throwing range</b></li> <li>• <b>Frisbee golf course</b></li> </ul> <p><b>Key Events</b></p> <ul style="list-style-type: none"> <li>• <b>Supporting the GMW – Training team with facilities to offer their training.</b></li> <li>• <b>Running a successful chariot race event that is well attended by groups from across the north west.</b></li> </ul>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p><b>PLEASE SEE REVIEWED ACCOUNTS FOR FULL VERSION AND FURTHER INFORMATION</b></p> <table border="1"> <thead> <tr> <th data-bbox="529 321 1117 342">Summary of Financial Activities for year ended 31st March 2023</th> <th data-bbox="1175 321 1247 342">2022-23</th> <th data-bbox="1284 321 1377 342">2021-2022</th> </tr> </thead> <tbody> <tr> <td data-bbox="529 394 634 415">Total Income</td> <td data-bbox="1175 394 1247 415">90996.38</td> <td data-bbox="1284 394 1377 415">60251.72</td> </tr> <tr> <td data-bbox="529 443 672 464">Total Expenditure</td> <td data-bbox="1175 443 1247 464">96528.30</td> <td data-bbox="1284 443 1377 464">56636.01</td> </tr> <tr> <td data-bbox="529 491 846 512"><b>Net Movement of Funds (surplus)</b></td> <td data-bbox="1175 491 1247 512"><b>-5531.92</b></td> <td data-bbox="1284 491 1377 512"><b>3615.71</b></td> </tr> <tr> <td data-bbox="529 539 802 560">Brought Forward 1st April 2022</td> <td data-bbox="1175 539 1247 560">66313.92</td> <td data-bbox="1284 539 1377 560">62698.21</td> </tr> <tr> <td data-bbox="529 585 634 606">Toilet Block</td> <td></td> <td></td> </tr> <tr> <td data-bbox="529 634 842 655"><b>Carried Forward 31st March 2023</b></td> <td data-bbox="1175 634 1247 655"><b>60782.00</b></td> <td data-bbox="1284 634 1377 655"><b>66313.92</b></td> </tr> <tr> <td colspan="3" data-bbox="529 695 688 716"><b>Represented by:</b></td> </tr> <tr> <td data-bbox="529 743 656 764">Current Account</td> <td data-bbox="1175 743 1247 764">13977.35</td> <td data-bbox="1284 743 1377 764">18341.23</td> </tr> <tr> <td data-bbox="529 768 643 789">Provi Account</td> <td data-bbox="1175 768 1247 789">2786.62</td> <td data-bbox="1284 768 1377 789">4684.77</td> </tr> <tr> <td data-bbox="529 793 808 814">Investment Account (Development)</td> <td data-bbox="1175 793 1247 814">22788.41</td> <td data-bbox="1284 793 1377 814">22336.91</td> </tr> <tr> <td data-bbox="529 819 643 840">Grant Account</td> <td data-bbox="1175 819 1247 840">20437.81</td> <td data-bbox="1284 819 1377 840">19716.31</td> </tr> <tr> <td data-bbox="529 888 639 909">Cash in Hand</td> <td data-bbox="1175 888 1247 909">144.81</td> <td data-bbox="1284 888 1377 909">123.45</td> </tr> <tr> <td data-bbox="529 913 618 934">Provi Cash</td> <td data-bbox="1175 913 1247 934">647.00</td> <td data-bbox="1284 913 1377 934">1111.25</td> </tr> <tr> <td data-bbox="529 938 581 959"><b>Total</b></td> <td data-bbox="1175 938 1247 959"><b>60782.00</b></td> <td data-bbox="1284 938 1377 959"><b>66313.92</b></td> </tr> <tr> <td data-bbox="529 1005 886 1026"><b>End of Year Providore Stock Value (1)</b></td> <td data-bbox="1175 1005 1247 1026"><b>1743.26</b></td> <td data-bbox="1284 1005 1377 1026"><b>2981.38</b></td> </tr> </tbody> </table>	Summary of Financial Activities for year ended 31st March 2023	2022-23	2021-2022	Total Income	90996.38	60251.72	Total Expenditure	96528.30	56636.01	<b>Net Movement of Funds (surplus)</b>	<b>-5531.92</b>	<b>3615.71</b>	Brought Forward 1st April 2022	66313.92	62698.21	Toilet Block			<b>Carried Forward 31st March 2023</b>	<b>60782.00</b>	<b>66313.92</b>	<b>Represented by:</b>			Current Account	13977.35	18341.23	Provi Account	2786.62	4684.77	Investment Account (Development)	22788.41	22336.91	Grant Account	20437.81	19716.31	Cash in Hand	144.81	123.45	Provi Cash	647.00	1111.25	<b>Total</b>	<b>60782.00</b>	<b>66313.92</b>	<b>End of Year Providore Stock Value (1)</b>	<b>1743.26</b>	<b>2981.38</b>
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p><b>Bispham Hall Scout Estate has no formal policy on holding financial reserve. However approximately £22,000 was held in reserve as an operating contingency to assist with any unforeseen expenditure. This for example could cover maintaining buildings such as in the event of boiler failure, unforeseen uninsured loss, major repair to agricultural equipment or any work required on maintaining utilities such as gas, water or electric supplies.</b></p>																																																
Amount of reserves held	Para 1.22	<p><b>Approximately £22,000</b></p>																																																
Reasons for holding zero reserves	Para 1.22	<p><b>Not Applicable</b></p>																																																
Details of fund materially in deficit	Para 1.24	<p><b>No funds are in financial deficit.</b></p>																																																
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p><b>There are no uncertainties about the charity continuing as a going concern</b></p>																																																

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Bispham Hall Scout Estate is governed by a constitution. Ratified on the 16<sup>th</sup> June 1974</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>The charity is constituted by a declaration of trust.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p><b>Bispham Hall Scout Estate Management Committee consists of Ex-Officio, co-opted and elected members. The Trustees consist of elected and co-opted members. Bispham Hall Scout Estate follow the Policy, organisation and Rules (POR) of the scout association when running and administrating the management committee.</b></p> <p><b>Co-opted members are chosen to take on a role by specific skill, knowledge or potential contribution and are agreed by the existing management committee in-between AGM.</b></p> <p><b>The Elected members stand for election at the AGM.</b></p> <p><b>Nominated members are nominated by the campsite manager in partnership with the chair and approved at the AGM</b></p>

## Reference and Administrative details

Charity name	Bispham Hall Scout Estate
Other name the charity uses	--
Registered charity number	503724
Charity's principal address	Bispham Hall Scout Estate Billinge, Wigan, Lancashire, WN5 7DT

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Andrew Palin		Whole Year (April22 – Mar 23)
2	Rachel Picton		(April22 – Sep 22)
3	Katherine Rigge		Whole Year (April22 – Mar 23)
4	Susan Baines		Whole Year (April22 – Mar 23)
5	Daniel Robinson		Whole Year (April22 – Mar 23)
6	Martyn Hornby		(April22 – Sep 22)
7	Martin Shaw		Whole Year (April22 – Mar 23)
8	Alan Hayton		Whole Year (April22 – Mar 23)
9	Christopher Hayes		Whole Year (April22 – Mar 23)
10	John Broomhead		Whole Year (April22 – Mar 23)
11	Janice Platt		Whole Year (April22 – Mar 23)
12	Joan Hayton		Whole Year (April22 – Mar 23)

Corporate trustees – names of the directors at the date the report was approved

Director name		
<b>N/A</b>		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
<b>As above</b>		

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	No funds or assets are held as custodian trustees on another charity's behalf.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	No funds or assets are held as custodian trustees on another charity's behalf.
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	No funds or assets are held as custodian trustees on another charity's behalf.

## Appendix A



### **Bispham Hall Scout Estate** **Trustees Report - Year ending 31st March 2023**

The duty of the Management Committee, as Trustees, is to oversee the work on the Estate, to keep records of all financial transactions, to take steps to safeguard the assets and to take steps for the prevention and detection of fraud. I am happy to report that all these aspects are in order. I am also happy to report that all activities in this report were done so following the relevant restrictions and guidance at the time of their undertaking.

#### **Operation under restrictions**

Before we start with the main body of this report, I would like to point out that in the section on operations under restrictions at last year's AGM, may have sounded a little pessimistic regard all the extra work that went into getting the site ready in line with COVID requirements, the line I should have added was "that it was all worth it"

#### **Risk management / Health and Safety**

Risk management continues to be business as usual. This encompasses things that often go unseen by users of this facility, but are very much must do activities. For example, servicing boilers for operation and to ensure they are safe, checking and servicing of fire extinguishers, fire alarm systems and managing legionella (we don't have legionella but that's because we manage it.) Just to highlight a few. Whilst some of this work is carried out by contractors it is overseen by the volunteers and the members of the management committee.

It was discovered that the land Bispham resides on has never been officially registered with the land registry in the scout associations name. The committee have taken the action and instructed a solicitor to formally register the land.

#### **Facilities**

I mentioned last year that a leak was discovered in the warden wash room facilities. We did say that this was going to be an opportunity for an overhaul of the washroom, the new facilities have been installed and this now means that the wardens of the site have a suitable facility to wash and shower when they are volunteering their time. This was a large undertaking for the site and was carried out in line with building regulations and parts of the works where required have been inspected and approved by the council. This project would simply not have happened if it was not the skills and persistence of our volunteers.

#### **Bookings**

With the restrictions being lifted camping and visitor numbers were very much on the up. The site very quickly started to be used and bookings were once again being taken for the house. All the work in looking after the estate through COVID had paid off.

Meta Games have continued with more bookings this year. It is acknowledged that they are an external company that use the entire site, we have constantly made sure they have bookings at times when the site would otherwise have been empty and they add a large support to the finances.

### **Activities**

Another accolade to the support of our volunteers is that the building of the new sheltered archery range was completed, this along with the new shooting container that was obtained last year using grant money. It has been kitted out with lighting and seating and is in regular use on the site.

A permanent axe throwing range has been setup in the valley. This is very popular with scout groups as throwing axes obviously sounds inherently dangerous but is a great activity when given appropriate supervision.

A new frisbee golf setup was also purchased. This is a very simple but very competitive self-lead activity.

Chariot race happened at full scale for the first time in 2 years. It was a good turn out and saw great show of chariots, competitive spirit and team work.

### **Thanks**

And finally, as always, a huge thankyou from myself to the committee for their work and also to every volunteer at Bispham. We are constantly facing challenges but with your support we will continue to progress and offer this facility to scouting and other youth groups and hopefully make a positive impact on everyone.

Thankyou.

## Appendix B

Bispham Hall Scout Estate

Annual Report 2022/23

Well another year is over and what a busy year it was.....

Again we were delighted to host a number of District camps this year from St Helens, Lowry, Sale Central, as well as GMW's Annual Celebration of Excellence and County Beaver/Cub camp. The Team at Bispham received feedback again from the different camp & event organisers for helping to make the events run smoothly and great memories for young people. The total number of visitors for the year were 4242 totaling 7115 camper nights.

Bispham was used through the year by a number of schools across the North West allowing young people to earn the respective Duke of Edinburgh awards, which is an area growth.

Prior to lockdown we had plans draw up to upgrade the bathroom facilities in the staff accommodation which we were now able to press on with. Members of our team worked hard throughout the year installing new toilets and showers with modern fixtures and fittings. At the same time we took the opportunity to install fire doors and frames complimenting the new fire alarm system for the Staff Areas, Office, Workshop and Providore bringing the building up to modern standards as it had not been modernized since the 1970's!

GMW Training Team chose to use Bispham House again to provide leader training for several weekends throughout the year, thank you to all involved.

We took the decision to consolidate our activity offering investing in a smaller number of activities that we can deliver to a high standard and are very proud of our Shooting, Archery and Axe Throwing facilities in particular.

Bispham held its annual Chariot Race which has been running for over 45 years! As always this was a great weekend which was enjoyed by all. Again the CR course was used the following weekend for Cub Mudder, hosted by GMW, which is becoming an annual event and a training ground for Cubs preparing for the CR.

As it is for many, the cost of utilities at Bispham have increased significantly, which has become very challenging in terms of financial management. One of the ways we have been able to ensure the sustainability of the site is to allow Meta Games who are a 'live action role play' provider to use our site for 3 weekends this year, giving us much needed income. We are keen to build on this relationship allowing them to use our site again next year in the periods that have been traditionally used less frequently by Scout groups.

The cost of utilities and increase in general materials required for the upkeep of the site will continue to be challenging which the management committee are very aware of which may result in price increases for the use of Bispham's facilities.

We discovered in lockdown that Bispham's Land had never been registered in the Scout Associations name and working with our appointed solicitor we pulled together the relative

documents to enable them to submit a land registry application in June 2022 on our behalf. Due to significant delays with this government department we are yet to receive confirmation.

Again, we cannot stress enough the hard work, determination and drive that our volunteers have which makes Bispham Hall Scout Estate what it is! It is impossible to put into words how much we appreciate the help and support from our amazing team!


Looking forward we are as motivated and passionate as ever to deliver a site fit for young people to experience something different and make memories.....

Martin & Chris  
Campsite Managers

## **Declarations**

**The trustees declare that they have approved the trustees' report above.**

## **Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Andrew David Palin	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	16/01/2024	

## Statement of Financial Activities for year ended 31st March 2023

	<b>2022-23</b>	<b>2021-22</b>
<b>Income</b>		
Camping	14717.82	14231.48
Bispham House	29572.34	14367.00
Visitors	669.18	1127.74
Activities	2749.82	154.00
Laavus	2086.59	517.00
Providore Sales	14901.07	1296.02
Chariot Race	4306.23	834.56
Sundry Income	7200.20	305.69
Meetingroom	691.00	0.00
Grants & Donations	507.50	27414.44
Interest	94.63	3.79
Full site use Non-Scouting	13500.00	0.00
<b>Total Income</b>	<b>90996.38</b>	<b>60251.72</b>
<b>Expenditure</b>		
Water	5159.93	990.70
Electricity	5276.68	7062.83
Gas	9049.58	91.59
Telephone & Internet	856.21	823.59
Insurance	14173.68	4.13
Waste Disp	4677.86	1994.11
TV Licence	158.70	159.00
Repairs & Maintenance	21914.63	12763.95
Providore Purchases	13576.70	500.00
Chariot Race	971.82	191.16
Cleaning Wages	5100.00	5200.00
Land Registry	1620.00	0.00
Cleaning/hygiene	3738.35	1099.74
Activities	930.00	9767.00
Estate Machinery	1773.55	4469.06
Chubb Fire	756.00	760.47
Booking System	389.40	368.10
ICT/Electrical	275.82	2339.32
Accomodation Referb	4843.69	1089.60
Stat Testing and Compliance	1285.70	6961.66
<b>Total Expenditure</b>	<b>96528.30</b>	<b>56636.01</b>

## Bispham Hall Scout Estate

Page 2

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### Notes

(1) Providore Profit:	1324.37	796.02
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## **BISPHAM HALL SCOUT ESTATE**

### **Independent Examiner's Report to the Trustees/Members**

I report on the accounts of the charity for the year ended 31st March 2023 which are set out on pages 1 - 3.

#### **Repective 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 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 the 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 Charities Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Signed:



Name:

Sophie Loughnane

Qualification:

ACCA

Address:

11 Heswall Road  
Stockport  
SK5 6SN

Date:

04 August 2023