

Registered Charity No: 506796



HINCKLEY AND DISTRICT SCOUT COUNCIL

**TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 28 FEBRUARY 2021

Hinckley District Scout Council

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Hinckley District Scout Council
Trustees' Annual Report
For The Year Ended 28 February 2021

ADMINISTRATIVE DETAILS

Name of charity:	Hinckley and District Scout Council
Registration number with The Scout Association	13202
Registered charity number	506796
Principal address:	105 Priesthills Road Hinckley LE10 1AH
Bankers:	NatWest 13 The Borough Hinckley LE10 1NL
Independent examiner:	Celerica Ltd First Floor, The Old Chapel 9 Kempson Road Leicester LE2 8AN

Charity Trustees

The members of the District Executive Committee are the Charity Trustees of Hinckley and District Scout Council. During the year the members were as follows:

		Dates served if not for the full year
Ex officio		
District Chair	L Rowe	from 1 February 2021
District Commissioner	A Charlesworth	until 27 July 2020
	S Dowell	from 27 July 2020
District Secretary	E Tate	until 6 October 2020
	Y Waters	from 23 November 2020
District Treasurer	C Sansome	
District Network Scout Commissioner	M Jeffcoat	until 27 July 2020
	<i>vacancy</i>	
District Explorer Scout Commissioner	C West	until 29 January 2021
	P Allen	
District Youth Commissioner	<i>vacancy</i>	
Nominated by District Commissioner		
	J Kindred	
	D Sidwell	
	K West	
Elected		
	P Adams	
	M Clarke	
	V Newton	
	G Swain	until 1 February 2021
Co-opted	S Birchall	from 18 February 2021

Hinckley District Scout Council
Trustees' Annual Report (continued)
For The Year Ended 28 February 2021

Governing Documents

The District's governing documents are those of The Scout Association. They consist of a Royal Charter, which in turn gives authority to the Bye Laws of the Association and the Policy, Organisation and Rules of The Scout Association.

How The District Is Constituted

The District is a trust established under its rules, which are common to all Scouts.

Trustees Selection Methods

The Trustees are appointed in accordance with the Policy, Organisation and Rules of The Scout Association.

Structure and Governance

Hinckley District Scout Council is the electoral body, which supports and encourages the development of Scouting in the District. It is the body from which the District Executive Committee is elected.

The District Executive Committee is accountable to the Scout Council and is responsible for the management of Scouting in the District.

If not already completed all members of the District Executive must complete the following training modules- Getting Started, GDPR, Safety and Safeguarding and Trustees Introduction within the first 5 months of appointment.

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.

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
- make and live by their Promise.

Hinckley District Scout Council
Trustees' Annual Report (continued)
For The Year Ended 28 February 2021

Public Benefit Statement

The District meets the Charity Commission's public benefit criteria under both the advancement of education and the advancement of citizenship or community development headings.

Activities and Achievements During the Year

This has been an unprecedented year. The effects of the outbreak of Covid19 were beginning to be felt as the new year began. The Scouts Shooting Day at Burbage proved to be the first and last activity of the year as the country went into lockdown on March 23 and all face-to-face Scouting was suspended and destined to remain so, at District level, for the rest of the year. The lockdown restrictions forced the closure of both the Burbage HQ building and Fox Coverts. Visits to both properties were limited to security checks and essential maintenance only. This meant there was no income into the District apart from the membership levy. The trustees' reserves policy is to keep sufficient funds in reserve to be able to cope with a complete lack of income for at least twelve months and it looked as if this reserve was soon to be needed. Fortunately, grants from the Government via the Borough Council, replaced the lost income and there has been no call upon these reserves. Although Fox Coverts has had to remain closed throughout the year it was possible for the preschool group to reopen at the Burbage HQ in June and for the after-school group to resume once schools were allowed to reopen thus generating income for the building. Further Government grants have been awarded to help Fox Coverts.

In April we learned of the death, at 91, of Cynthia Ward, a former longstanding member of the District Executive and a great supporter of Scouting and Guiding in Hinckley. The District received a generous bequest from her estate.

Towards the end of July, District Commissioner, Alan Charlesworth, had to step down and Steve Dowell was given the task of leading the District through the uncharted waters ahead. It was not possible to say a proper thank you and farewell to Alan, but he was presented with a gift from the District in a socially distanced meeting with the County Commissioner.

Early in December we learned of the death of another District stalwart, Mick Wormall. Mick held many roles within the District over a long Scouting career. In recent years he had been a training adviser for canoeing and a member of the archery team. He was also a member of the maintenance team at Fox Coverts.

It is pleasing to note that, for the first time since 2015, the District had a Chair, Secretary and Treasurer all in post at the year end.

For several years the District Executive has looked for ways to enable 1st Britannia to take back control of the Burbage HQ. This is now well on the way to being achieved with the Group assuming effective control from the beginning of 2021. The complexities of utility contracts, insurance etc will mean that there is a period where the District and the Group are working together but it is hoped for a complete separation of accounts by the end of the financial year 2021/22.

The move from Burbage will mean vacating the shooting range and plans are in hand to re-establish the range in the Bus Shelter at Fox Coverts.

Plans for a new accommodation block at Fox Coverts have been revived and combined with plans to refurbish the Wilson Building. Subject to planning approval, it is hoped to add

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Trustees' Annual Report (continued)
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an extension to the Wilson Building to provide bunkrooms, drying facilities, a wet room and toilets. In the existing Wilson Building a new kitchen will be provided along with new windows and heating system as part of the refurbishment. The project is being planned in such a way that the refurbishment of the Wilson Building can be carried out independently of the new extension.

Other ideas for accommodation include setting up a bivvy site, with hammocks available for loan and a separate area with sleeping pods and a field kitchen.

A burglary at Fox Coverts in October forced a rethink of security and it was decided to look to add a purpose-built secure maintenance building with workshop, garage and storage facilities. This will have the added benefit of allowing the removal of the containers opposite the Chapel and allow the area to be used for activities, which will greatly improve the appearance of the centre of the campsite. Following the burglary local company EZViz donated several security cameras to the campsite, additional cameras were purchased to supplement these, all have now been installed.

There are plans in hand to increase the number of onsite activities available at Fox Coverts including a go-cart track, elastic band guns, tomahawk throwing, a cave bus, and eventually a new climbing tower with zip line, Jacob's ladder and crate stacking. Introducing new activities will help secure future of the campsite.

None of these proposed developments will happen without external funding and a fundraising committee has been established to look for funding opportunities as well as organising fundraising activities.

After many years of service, the sewage system at Fox Coverts is no longer fit for purpose and the decision made that its replacement was inevitable and urgent. Quotations were obtained and it was decided to purchase a system from Civil Solutions Ltd. It is planned to have the new system installed, commissioned and in use by the end of March 2021. The final cost of this will be around £14,000, the District has sufficient resources to cover this cost, but grants are being sought to offset the cost.

Another lockdown at the end of 2020 meant, once again, all face-to-face Scouting was suspended, as a result the campsite remains closed.

All Executive and subcommittee meetings throughout the year, including the AGM, have taken place virtually via the Zoom platform.

The annual membership census taken in January 2021 unsurprisingly showed a significant decline in numbers with Youth Membership down by 27%. The decline in numbers will directly affect the income to the District. As a result of the large increase in National Membership fees the trustees made the decision not to increase the District levy. This has been factored into the budget and the trustees are confident sufficient funds are available for the District to run next year, even with no additional income.

The financial statements show a healthy surplus of income over expenditure. This is solely due to the grants received during the pandemic. There is no prospect of any income from Fox Coverts in the first quarter of the next financial year and very little in the second quarter. Hopefully the second half of the year will see income start to pick up. The balances and reserves held means there are sufficient funds to meet the cost of the replacement sewage system and the establishment of the shooting range in the Bus Shelter as well as the anticipated running costs for the whole of 2021/22.

Hinckley District Scout Council
Trustees' Annual Report (continued)
For The Year Ended 28 February 2021

Reserves Policy

The District's policy is to hold sufficient resources to continue the charitable activities of the District should income fall short. The Executive considers the District should hold a sum equivalent to approximately 12 months running costs for Fox Coverts and have set aside £10,000.

The Executive is also aware there is a risk to the income of the District as a result of the failure of capital equipment, such as a boiler, at Fox Coverts. The Executive therefore considers it prudent to establish a contingency reserve of £10,000 against this eventuality. If necessary, this money can be used to fund essential maintenance at the campsite and subsequently be replaced as funds allow.

The Executive is also aware of the need to undertake a considerable amount of forestry work at the campsite. Initially a budget of £3000 per year has been allocated to this. Any surplus will be held over at the end of the year with the intention of establishing a forestry reserve. This amount of money may not be sufficient, especially in the next few years, and the Executive will keep this under review.

It is also considered prudent to carry over any unspent money from the funds allocated annually for campsite development and campsite maintenance against higher or unexpected bills in the future. It is this policy which has enabled the District to accumulate sufficient funds to be able to replace the sewage system at Fox Coverts

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

Signed on behalf of the charity's trustees by

.....*A Sansome*..... date *6/7/21*.....

Hinckley District Scout Council

Independent Examiner's Report To The Trustees Of Hinckley District Scout Council

We report to the charity trustees on our examination of the accounts of the charity for the year ended 28 February 2021 which are set out on pages 9-16.

Responsibilities and basis of report

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

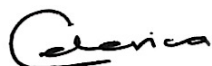
We report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

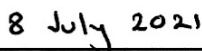
We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records

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



Celerica Limited
Certified Accountants
First Floor, The Old Chapel
9 Kempson Road
Leicester
LE2 8AN



Hinckley District Scout Council
Receipts And Payments Account
For The Year Ended 28 February 2021

RECEIPTS	<u>Note</u>	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>Total</u> 2021 £	<u>Total</u> 2020 £
Donations, grants and similar					
Membership fees		30,912	-	30,912	33,324
Less paid on		(25,776)	-	(25,776)	(24,472)
Net retained: District		5,136	-	5,136	8,852
Net retained: Explorers	5	410	-	410	
Grants		17,409	10,000	27,409	
Donations		509	-	509	328
Gift aid		-	-	-	-
Sub total		23,464	10,000	33,464	9,180
Youth programme and Activities					
Activities and events	1	782	-	782	18,220
Campsite income	2	954	-	954	10,887
Sub total		1,736	-	1,736	29,107
Fundraising (gross)					
Explorers	5	-	-	-	2,290
Burbage income	3	9,430	-	9,430	15,750
Badge sales		6	-	6	60
Other income	4	3,608	-	3,608	510
Campsite Fundraising		2,154	-	2,154	-
Sub total		15,198	-	15,198	18,610
Investment Income					
SA STIS		206	38	244	260
Total receipts		40,604	10,038	50,642	57,157


Hinckley District Scout Council
Receipts And Payments Account
For The Year Ended 28 February 2021

PAYMENTS	Note	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>Total</u> 2021 £	<u>Total</u> 2020 £
Charitable payments					
<i>Youth programme and Activities</i>					
Activities and events	1	681	-	681	23,441
Campsite running costs	2	10,733	-	10,733	11,169
Sub total		11,414	-	11,414	34,610
Adult support and training		105	-	105	1,381
Sub total		11,519	-	11,519	35,991
<i>Support and Services</i>					
Non-member PAME insurance		343	-	343	326
Administration		422	-	422	108
Accountancy		360	-	360	336
Other costs		46	-	46	175
Sub total		1,171	-	1,171	945
Fundraising expenses					
Burbage running costs	3	7,303	-	7,303	9,778
Badge purchases		-	-	-	183
Campsite Fundraising		962	-	962	-
Sub total		8,265	-	8,265	9,961
Total payments		20,955	-	20,955	46,897
Net receipts		19,649	10,038	29,687	10,260
Cash funds at 1 March 2020		71,638	10,553	82,191	71,931
Cash funds at 28 February 2021		91,287	20,591	111,878	82,191

Hinckley District Scout Council
Statement Of Assets And Liabilities
As At 28 February 2021

	Note	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
		£	£	2021	2020
				£	£
Cash funds					
Bank current accounts		56,806	20,658	77,444	35,748
The Scout Association Short-Term Investment Service		31,343	-	31,343	41,757
Cash floats		658	-	658	2,947
Cash held by Groups on behalf of Explorer Scout Units		2,413	-	2,413	1,739
Total cash funds		91,220	20,658	111,878	82,191
Other Monetary assets					
Tax claim		-	-	-	-
Debtors		-	-	-	2,130
Expenses paid in advance		3,957	-	3,957	3,831
Sub total		3,957	-	3,957	5,961
Non-monetary assets for charity's own use					
Land and buildings	7	1,612,546	-	1,612,546	1,494,482
Scouting equipment, furniture etc	7	93,143	-	93,143	92,405
Sub total		1,705,689	-	1,705,689	1,586,887
Liabilities					
Accounts not yet paid		672	-	672	734

The above Receipts and Payments Account and Statement of Assets and Liabilities and related notes set out on pages 9-16 were approved by the Trustees on 6 July 2021 and signed on their behalf by:



 Yvonne Waters
 District Secretary

pp Lyn Rowe
 District Chair



Chris Sansome
 District Treasurer

Hinckley District Scout Council
Notes To The Accounts
For The Year Ended 28 February 2021

1. Youth Programme And Activities

	bfwd	<u>Receipts</u>	<u>Payments</u>	Surplus/ (Deficit)
	£	£	£	£
Unrestricted funds				
Cubs County Trip (2019/20)	-	175	(105)	70
Explorer Scouts	-	221	(393)	(172)
Archery	-	-	-	-
Climbing	-	60	(144)	(84)
Shooting	(78)	326	(39)	209
Support Fund Grants	-	-	-	-
Other events and activity costs	-	-	-	-
	(78)	782	(681)	23
Restricted funds				
St George's Day Collection	-	-	-	-
	(78)	782	(681)	23

The financial statements are prepared on a receipts and payments basis, which can include payments for previous and/or future financial periods.

2. District Campsite

	<u>Total</u> <u>2021</u>	<u>Total</u> <u>2020</u>
	£	£
(a) Income		
Campsite fees	844	9,764
Tuckshop	110	1,123
	<u>954</u>	<u>10,887</u>
(b) Running costs		
Utilities	3,165	3,018
Insurances	3,507	3,364
Repairs & maintenance	1,135	867
Forestry	1,200	660
Equipment	168	873
Consumables	288	290
Tuckshop	-	411
Administration	1,270	1,686
	<u>10,733</u>	<u>11,169</u>

Hinckley District Scout Council
Notes To The Accounts (continued)
For The Year Ended 28 February 2021

3. Burbage Property

	<u>Total</u> <u>2021</u> £	<u>Total</u> <u>2020</u> £
(a) Income		
Hire income	9,430	15,750
(b) Running costs		
Utilities	2,790	4,525
Insurance	1,828	1,560
Admin	675	602
Repairs & maintenance	313	925
Development	-	-
Cleaning	1,427	2,020
Consumables	270	146
	<u>7,303</u>	<u>9,778</u>

4. Other income

	<u>Total</u> <u>2021</u> £	<u>Total</u> <u>2020</u> £
Bank error	3	-
Miscellaneous	46	510
Insurance settlement	3,559	-
Total	<u>3,608</u>	<u>510</u>

Hinckley District Scout Council
Notes To The Accounts (continued)
For The Year Ended 28 February 2021

5. Explorer Scouts

	<u>Unit 1st</u>	<u>Unit Dragons</u>	<u>Unit Endeavour</u>	<u>Unit 11th</u>	<u>Unit Phoenix</u>	<u>Unit Stoney Stanton</u>	<u>Total 2021</u>
	£	£	£	£	£	£	£
Membership subscriptions	180	460	1,068	266	-	-	1,974
Less paid on	(368)	(138)	(322)	(460)	-	(276)	(1564)
Net membership subscription retained	(188)	322	746	(194)	-	(276)	410
Donations	-	-	-	-	-	74	74
Activity receipts	-	-	-	221	-	-	221
Activity payments	(181)	-	-	-	(9)	-	(190)
Administration payments	-	-	(192)	-	(11)	-	(203)
Fundraising receipts	-	-	-	-	-	-	-
Net receipts/(payments)	(369)	322	554	27	(20)	(202)	312
Funds brought forward	1,273	-	1,570	1,190	1,059	203	5,295
Funds carried forward	904	322	2,124	1,217	1,039	1	5,607

There are a number of Explorer Scout Units within the District. The following figures are extracted from the receipts and payments account above:

Hinckley District Scout Council
Notes To The Accounts (continued)
For The Year Ended 28 February 2021

6. Statement Of Funds

	<u>At</u> <u>1 March</u> <u>2020</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfers</u>	<u>At</u> <u>28 February</u> <u>2021</u>
	£	£	£	£	£
Unrestricted Funds					
General fund	66,276	39,899	(20,562)	-	85,613
Explorer Unit funds	5,295	705	(393)	-	5,607
	71,571	40,604	(20,955)	-	91,220
Restricted funds					
Accommodation Block	10,620	38	-	-	10,658
St George's Day	-	-	-	-	-
RHL grant for Burbage	-	10,000	-	-	10,000
	10,620	10,038	-	-	20,658
 Total funds	 82,191	 50,642	 (20,955)	 -	 111,878

(a) Unrestricted funds

Unrestricted funds are those that the trustees may spend in accordance with the constitution

(b) Restricted funds

Restricted funds are those where the trustees are bound by conditions that have either been imposed by the donor or the terms of an appeal.

The nature of the restrictions is as follows:

Accommodation Block

Monies donated, together with associated Gift Aid and interest, for a proposed accommodation block at the District campsite, Fox Coverts.

St George's Day Parade

Monies collected during the St Georges Day Parade to be donated to a nominated charity

RHL Grant for Burbage

Government grant due to the Covid pandemic specifically for Burbage property.

Hinckley District Scout Council
Notes To The Accounts (continued)
For The Year Ended 28 February 2021

7. Property & Equipment

Buildings and equipment are included at insurance values:

	2021	2020
	£	£
Freehold buildings	999,767	926,568
Leasehold buildings	612,779	567,914
	<u>1,614,566</u>	<u>1,494,482</u>
 Scouting equipment, furniture etc	 93,143	 92,405

No valuation has been made of freehold land.

The leasehold buildings are on land for which the lease expires in 2043.