

## Trustees Annual Report for the year ended 28 February 2021

### MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR

As per the Whitley Bay and District Scout Council Year Book 2020-2021

At the end of the year income reserves amounted to £110,516.95

£699.15 of the above value relates to the valuation of the District Scout Headquarters, (the Quarry Centre), various equipment storage locations and sailing and HQ equipment. This amount may or may not be realised.

### RESERVES POLICY

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. A certain level of reserves is required simply to finance and underwrite activities that generate a level of income. The District Executive Committee considers that the District needs reserves of approximately £15,000 in order to achieve this for up to a year. In addition the District Executive Committee consider it prudent to hold at least £20,000 in reserves for any unexpected expenditure that may be required for the Quarry Centre, such as possible new roofing, rewiring of the electrical system or general improvements. The District held unrestricted reserves of £110,516.95 at the year end. The lease on the Quarry Centre expired in 2014 and the executive committee consider that the level of reserves presently held should be sufficient to cover the outcome of discussions with the Council which remain on-going. This is considered sufficient for the contingencies set out above. The District has no funds that are in deficit.

The Trustees have identified the major risks to which they believe the District is exposed. They have reviewed these and established systems to mitigate them.

The objectives of the District are the continuation of efficient scouting activities within the local area.

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

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

Approved by the Trustees on 22<sup>nd</sup> April 2021 and signed on their behalf by



David Stafford  
District Treasurer



John Jeffs  
District Chairman

## Report and Accounts for the year ended 28 February 2021

WHITLEY BAY DISTRICT SCOUT COUNCIL

HONORARY PRESIDENT Sir Neville Trotter FCA JP

HONORARY VICE PRESIDENTS Andrew Heslop  
David Reed

TRUSTEES: Ex-Officio – Appointment Name.	Chairman	John Jeffs
	District Commissioner	Charlie Ross
	Treasurer	David Stafford
	Secretary	Louise Godlington
	Explorer Scout Commissioner	Paul Willis
	Network Scout Commissioner	Fran Iley

TRUSTEES: Elected	Name:	John Arkley
		Caroline Charlton
		Sonia Hughes
		Michelle Mobberley
		Michael Munro
		Andrew Coulson

TRUSTEES: Nominated	Name:	Ian Atkinson
		Tony Bennett
		Lesley Blakey
		Katie Willis
		Elliot Rogers
		Fin Godlington resigned- 16/10/2020

BANKERS NatWest  
18 Park View, Whitley Bay

CUSTODIAN TRUSTEES: None

OTHER ADVISERS: None

Group/District Registration Number with the Scout Association T2651

Charity Registration Number 508183

Contact Name and Address David Stafford (District Treasurer)  
5 Western Court  
Whitley Bay  
Tyne & Wear  
NE26 1JR

## **Trustees Annual Report for the year ended 28 February 2021**

### **MAJOR ACTIVITIES AND ACHIEVEMENTS IN THE YEAR**

As per the Whitley Bay and District Scout Council Year Book 2020-2021

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### **RESERVES POLICY**

The District's policy on reserves is to hold sufficient resources to continue the charitable activities of the District should income and fundraising activities fall short. A certain level of reserves is required simply to finance and underwrite activities that generate a level of income. The District Executive Committee considers that the District needs reserves of approximately £15,000 in order to achieve this for up to a year. In addition the District Executive Committee consider it prudent to hold at least £20,000 in reserves for any unexpected expenditure that may be required for the Quarry Centre, such as possible new roofing, rewiring of the electrical system or general improvements. The District held unrestricted reserves of £110,516.95 at the year end. The lease on the Quarry Centre expired in 2014 and the executive committee consider that the level of reserves presently held should be sufficient to cover the outcome of discussions with the Council which remain on-going. This is considered sufficient for the contingencies set out above. The District has no funds that are in deficit.

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David Stafford  
District Treasurer

John Jeffs  
District Chairman

Statement of Financial Activities  
Summary for the year ended 28<sup>th</sup> February 2021

	This Year £	Previous Year £		
<b>GENERAL FUND</b>				
TOTAL INCOMING RESOURCES (Page4)	83913.27	140962.99		
TOTAL RESOURCES EXPENDED (Page5)	86352.00	133712.26		
NET INCOMING/OUTGOING RESOURCES	-2438.73	7250.73		
Gains (losses) on investment assets	Nil	Nil		
Realised	Nil	Nil		
Unrealised	Nil	Nil		
Revaluation of tangible fixed assets	Nil	Nil		
NET MOVEMENT IN FUND	-2438.73	7250.73		
FUND BALANCES BROUGHT FORWARD	112955.68	105704.95		
FUND BALANCES CARRIED FORWARD	110516.95	112955.68		
<b>Restricted funds- included in District Cash Funds</b>	<b>B/F</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance</b>
Training	8452.32	0.00	1414.00	7038.32

	Notes	This Year	Previous Year
<b>INCOMING RESOURCES</b>			
Memberships subscriptions		40978.75	39888.75
<b>INVESTMENT INCOME</b>			
Bank Interest		<b>28.95</b>	<b>169.14</b>
<b>DONATIONS</b>			
Use of Quarry Centre		220.00	3388.00
First Response		0.00	144.00
Sundry		0.00	240.00
		<b>220.00</b>	<b>3772.00</b>
<b>ACTIVITIES</b>			
Beaver Marra/Fun Day		0.00	642.00
Young Leaders		0.00	0.00
Monopoly Run		0.00	1652.80
Gang Show	8	495.00	21265.91
Sections		0.00	4420.00
District Scout Camp		0.00	1034.50
District Explorer Scout Unit	9	20840.15	48616.39
		<b>21335.15</b>	<b>77631.60</b>
<b>FUND RAISING</b>			
Book Sale		1497.90	8155.90
Chinese Meal		0.00	427.33
Coffee Morning		274.87	0.00
Chinese Meal		0.00	699.50
		<b>1772.77</b>	<b>9282.73</b>
<b>OTHER INCOME RESOURCES</b>			
Pigdon Camp Site		24.00	4274.00
Gang Show Insurance		400.62	387.86
Grants	3	17621.00	1000.00
Badge Sales		1532.03	4556.91
		<b>19577.65</b>	<b>10218.77</b>
<b>TOTAL INCOMING RESOURCES</b>		<b>83913.27</b>	<b>140962.99</b>

	Notes	This Year	Previous Year
<b>RESOURCES EXPENDED</b>			
MEMBERSHIPS PAYABLE TO NORTHUMBERLAND COUNTY		37915.50	37026.00
PREMISES			
Rent		941.14	948.21
Light, heat, water & Talk Talk		1558.75	2232.79
Insurance(premises & equipment)		3374.45	3258.85
Repairs & renewals		13121.21	2621.74
Pigdon Campsite		1282.17	4261.45
Cleaning		160.88	344.25
Covid 19 expenses		621.99	0.00
		<b>21060.59</b>	<b>13667.29</b>
DONATIONS			
		<b>0.00</b>	<b>111.49</b>
ACTIVITIES			
Sections		0.00	4372.96
Training		1414.00	223.47
Beaver Marra/Fun Day		0.00	680.00
Monopoly Run		0.00	1751.65
District Explorer Scout Unit	9	20998.85	46635.27
Gang Show	8	586.97	18634.81
Young Leaders		0.00	144.80
Network		0.00	63.21
First Response		0.00	120.00
District Scout Camp		0.00	1030.69
		<b>22999.82</b>	<b>73656.86</b>
FUNDRAISING EXPENSES			
Coffee Morning		440.95	0.00
Chinese Meal		0.00	565.50
Quiz		0.00	170.39
		<b>440.95</b>	<b>735.89</b>
ADMINISTRATION			
Postages		47.06	48.65
Stationery		55.21	138.58
Photocopier		308.75	405.27
Admin/Sundry		753.32	1150.10
Insurance(Marine & Personal Liability)		1242.18	1242.18
		<b>2406.52</b>	<b>2984.78</b>
OTHER EXPENDITURE			
Development Account		0.00	920.06
AGM & Thank You Evening		0.00	388.10
Cost of Badges sold		1157.09	4042.79
Refunds re Quarry Centre hire		225.00	
		<b>1382.09</b>	<b>5350.95</b>
DEPRECIATION			
TOTAL RESOURCES EXPENDED	4	<b>146.53</b>	<b>179.00</b>
		86352.00	133712.26

	Notes	This Year		Previous Year
		£	£	£
<b>FIXED ASSETS</b>				
Tangible Assets	4		699.15	845.68
Investments			<b>699.15</b>	<b>845.68</b>
<b>CURRENT ASSETS</b>				
Stocks/Badges	5	3183.44		3011.18
Debtors		133.85		65.85
Cash at bank and in hand	6	<u>118056.27</u>	<u>111721.20</u>	
		121373.56	114798.23	
Less: CURRENT LIABILITIES				
Amounts due within 1 year		<u>11555.76</u>	<u>2688.23</u>	
<b>NET CURRENT ASSETS</b>		109817.80	112110.00	
Less: LONG TERM LIABILITIES			0.00	
Amounts due after more than 1 year				
			<b>109817.80</b>	<b>112110.00</b>
<b>NET ASSETS</b>			<b><u>110516.95</u></b>	<b><u>112955.68</u></b>
Represented by:-				
GENERAL FUND			<b><u>110516.95</u></b>	<b><u>112955.68</u></b>

WHITLEY BAY DISTRICT SCOUT COUNCIL

**NOTES TO THE ACCOUNTS for the year ended 28 February 2021**

1. ACCOUNTING POLICIES

a) Basis of accounting

These accounts are prepared under the historical cost convention (modified to include the revaluation of investments) in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting by Charities"

b) Provision for depreciation of fixed assets held for use by the charity is made at annual rates calculated to spread the cost ( less anticipated residual disposal value) of each asset evenly over its expected useful life.

The depreciation rates currently in use are as follows using the reducing balance method:

Huts and Garages 10%                      Sailing 20%

2. OTHER FUND RAISING INCOME AND EXPENDITURE

Events where neither the income nor expenditure exceeded £500.

3. GRANTS RECEIVED

	£
North Tyneside Council	17621.00
<b>TOTAL</b>	<b>17621.00</b>

4. TANGIBLE ASSETS AND DEPRECIATION

	Quarry Centre	Huts & Garages	Sailing Dinghies	HQ Equipment	TOTAL
Cost brought forward	£167,000.00	£3,921.00	£20,101.32	£13,840.00	£204,862.32
Depreciation brought forward	£167,000.00	£3,758.00	£19,481.64	£13,777.00	£204,016.64
Net Book Value 29/2/2020	£0.00	£163.00	£619.68	£63.00	£845.68
Additions during year	nil	nil	nil	nil	£0.00
Charge for year	£0.00	£16.30	£123.93	£6.30	£146.53
Net 28/2/2021	£0.00	£146.70	£495.75	£56.70	£699.15
Insurance Cover	£340,178.00	£17,678.00	£15,910.00	£83,924.00	£457,690.00

The major asset above is the Quarry Centre, which is a single storey brick built building with three meeting rooms and with full services, in good structural order and decorative condition.

5. STOCKS

	£
Badges	3,183.44
<b>TOTAL</b>	<b>3,183.44</b>

6. CASH AT BANK AND IN HAND

	£
District Treasurer	55,797.26
Cub Scout Section	714.19
Explorers	44,855.35
Gang Show	13,018.66
District Badge Secretary	3670.81
<b>TOTAL</b>	<b>118,056.27</b>

7. CONTINGENT LIABILITIES

The Quarry Centre is owned by Whitley Bay District Scout Council by virtue of a lease of the land from North Tyneside Council, for a term of 28 years from 1st October 1986, at an annual rent of £250, revisable every 7 years. The renewal of the lease is currently under discussion with North Tyneside Council.

Other rents are currently payable on an informal basis.

8. A full and detailed copy of the Gang Show accounts is available on request from the Gang Show Treasurer.

9. A full and independently examined copy of the Explorer Group accounts is available on request from the Explorer Group Treasurer.

Although the Explorer Group accounts are prepared on a receipts and payments basis, for the purpose of inclusion in the District accounts, deposits received amounting to £3062.53 have been excluded from the assets of the District by showing them as a current liability as the funds are effectively held in trust.

**Trustees Annual Report for the year ended 28 February 2021**

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Approved by the Trustees on 22<sup>nd</sup> April 2021 and signed on their behalf by



David Stafford  
District Treasurer



John Jeffs  
District Chairman





Section A Independent Examiner's Report

Report to the trustees/ members of

WHITLEY BAY DISTRICT SCOUT COUNCIL

On accounts for the year ended

28TH FEBRUARY 2021

Charity no (if any)

508123

Set out on pages

1-8 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
the accounts did not accord with the accounting records; or
the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

22/4/21

Name:

ROBERT MURPHY

Relevant professional qualification(s) or body (if any):

ACA

Address: 2-4 PROTECTION HOUSE, ALBION RD  
NORTH SHIELDS, NEWBURN

**Section B Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here details of any items that the examiner wishes to disclose.

*(This area is currently blank, intended for the examiner to provide details of any items they wish to disclose.)*

Signed: [Signature]  
Name: [Name]  
Date: [Date]

## Independent examiner's report to the trustees of Whitley Bay District Scout Council

I report to the trustees on my examination of the accounts of the Whitley Bay District for the year ended 28<sup>th</sup> February 2021.

### Responsibilities and basis of report

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

I report in respect of my examination of the Whitley Bay District accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Whitley Bay District as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I 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.

Signed:



Name: Robert Hurren

Relevant professional qualification or membership of professional bodies (if any): ACPA

Address: 2-4 Protection House, Albion Road, North Shields, NE30 2RH

Date: 22/04/21