

**Charity Registration No. 1046955**

**WEST SUSSEX COUNTY SCOUT COUNCIL**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**

# WEST SUSSEX COUNTY SCOUT COUNCIL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs R Hammond Miss Z Chartres Mr S Mitchison Mr R Mourton Mr S Dawson Mr G Cheesmur Mrs F Trimming Mr D Hopper Mr R Sawyer C Holmes	(Appointed 1 January 2020)
<b>Charity number</b>	1046955	
<b>Principal address</b>	Lodge Hill Centre London Road Watersfield Pulborough West Sussex RH20 1LZ	
<b>Independent examiner</b>	Alec Burgess ACA Keymer Haslam & Co 4 - 6 Church Road Burgess Hill West Sussex RH15 9AE	
<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ	

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# WEST SUSSEX COUNTY SCOUT COUNCIL

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# WEST SUSSEX COUNTY SCOUT COUNCIL

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 31 MARCH 2020*

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The Trustees present their report and financial statements for the year ended 31 March 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, the Charities Act 2011 and "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) (effective 1 January 2015)"

#### **Objectives and activities**

We are part of the UK's biggest mixed youth organisation. We change lives by offering 6 to 25 year olds fun and challenging activities, unique experiences, everyday adventure and the chance to help others so that we make a positive impact in communities.

Scouts helps children and young adults reach their full potential. Scouts develop skills including teamwork, time management, leadership, initiative, planning, communication, self-motivation, cultural awareness and commitment. We help young people to get jobs, save lives and even change the world.

Scouts take part in activities as diverse as kayaking, abseiling, expeditions overseas, photography, climbing and zorbing. As a Scout you can learn survival skills, first aid, computer programming, or even how to fly a plane. There's something for every young person. It's a great way to have fun, make friends, get outdoors, express your creativity and experience the wider world.

The Trustees have had due regard to the Charity Commission guidance on public benefit whilst setting the objectives and activities of the charity. Our assessment is that we have met the public benefit criteria in that:

- We are an inclusive organisation abiding by TSA guidelines with regard to:
  - o Religion - Scouting is open to members of all faiths or of no faith.
  - o Equal Opportunities - Scouting does not discriminate on grounds of Ethnic Origin, Gender, Marital or civil partnership status, Sexual orientation, or Disability.
- The trustees take seriously the care, protection and safety of our members by implementing at a local level the following TSA guidelines in regard to:
  - o Safety - Policies and procedures are in place to provide scouting in a safe manner without risk to health, so far as is reasonably practicable
  - o Vetting - Policies and procedures are in place to check all adult volunteers to ensure that only adults appropriate for a role are permitted to undertake responsibilities in Scouting and that regular reviews are undertaken of adult volunteers to ensure their continued suitability
  - o Child Protection - The trustees have in place policies and procedures to safeguard the welfare of all Members by protecting them from neglect and from physical, sexual and emotional harm. As part of the child protection policy the trustees have in place further measures with regard to anti-bullying strategies.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

#### **Achievements and performance**

The trustees produce a separate publication entitled 'West Sussex Annual Review' which contains a detailed summary of scouting activities in West Sussex for the year ended 31st March 2020. Copies are available for all attendees at the AGM and on request from the County Secretary.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

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#### Consideration of Risk

The trustees are mindful of the Council's responsibilities in Risk Management and, in accordance with the requirements of the Statement of Recommended Practice, regularly reviews the major risks and ensures appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage these risks and highly values the local reputation of Scouting. It seeks to enhance this reputation through appropriate Public Relations, care in the recruitment and management of adults and working closely with the County Team to professionally resolve any disputes, which may arise. Other items include Child Protection, Safety in Scouting, Personal Accident and Equipment Insurance together with mitigating Event Cancellation costs.

#### Financial review

Full and detailed accounts are shown on pages 7-16 of this report. Income for the year was £212,289 (2019 £178,780); expenditure for the year was £208,547 (2019 £199,294 ) giving a surplus of £3,742. After the re-valuation of investments the total surplus was £5,299 (2019 Deficit £12,206) which was planned for. As at 31 March 2020 the reserves were £235,842 (2019 £230,543).

The Executive continues to monitor the income streams of the County. Whilst the greater proportion is directly linked to the membership level which is more stable, a proportion is entirely variable and cannot be guaranteed.

The Executive determines the quantum of funds to be invested for the longer term, based on its objectives and financial position. The funds are deposited with the CCLA. The underlying funds are invested in a combination of fixed interest and managed funds.

The unrestricted and designated funds at 31 March 2020 are shown in the balance sheet. The trustees consider the financial state of affairs to be satisfactory.

The Executive is committed to reducing substantially the level of reserves for the longer term. A primary objective is to provide grants and loans to help scouting membership in West Sussex to grow. This was implemented in the year ended 31 March 2014 and will continue. The Trustees' policy on reserves is to hold sufficient resources to continue the charitable activities of the County. The Trustees consider that the County should aim to retain a minimum financial reserve sufficient to support the operation of the County Scout Council for a period of twelve months. This includes, in exceptional circumstances, the support of any of the ten Districts who may be experiencing financial difficulties.

To this end the Trustees aim to retain a reserve fund of £150,000 at any given time. The sum will be reviewed annually.

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The Trustees has assessed the major risks to which the Charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

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The trustees are mindful of the Council's responsibilities in Risk Management and endeavour to follow best practice as advised by the Charity Commission and TSA guidelines. Reviews are undertaken with regard to the major risks to ensure appropriate systems are in place to mitigate those risks.

The Executive has a specialist sub-committee to manage the recruitment of adults and, working closely with the County Management Team (CMT), to professionally resolve any disputes which may arise. Responsibility for the risk assessment for scouting events is delegated to the CMT and from there to the scout leaders who run the events. Policies and procedures are in place to ensure leaders are following correct guidelines in this important matter. All international events are monitored and approved by the ACC-International according to guidelines issued by TSA.

The Executive regularly reviews H&S matters and implements changes/gives advice to districts and groups. The Executive has created the position of County H&S advisor to support members in best practice in this critical field.

The TSA provides a basic level of Personal Accident and Medical Insurance for all youth members, adult members and adult associate members who may sustain injury whilst participating in scouting activities. The trustees are aware that the policy only provides limited benefits but, in common with other Counties, considers it too expensive to provide a separate fully comprehensive cover. The Executive purchase a separate insurance policy to provide a basic level of insurance cover to unnamed helpers at County events. The Executive also insure named specialised County equipment and have policies to cover major event cancellation.

#### **Structure, governance and management**

The Trustees who served during the year were:

Mrs R Hammond

Miss Z Chartres

Mr S Mitchison

Mr R Mourton

Mr S Dawson

Mr M Priest

(Resigned 1 January 2020)

Mr G Cheesmur

Mrs F Trimming

Mr D Hopper

Mr R Sawyer

C Holmes

(Appointed 1 January 2020)

The County's governing documents are those of The Scout Association (TSA). TSA has a Royal Charter and so West Sussex County Scout Council (WSCSC) is a linked charitable trust registered with the Charity Commission. The Royal Charter gives authority to the Bye Laws of the Association and The Policy, Organisation and Rules of The Scout Association. The Scout Association is the representative body of the World Organisation of Scout Movements in the United Kingdom. The County is a trust established under rules common to all Scout Associations.

Charity Trustees are either elected by the members of WSCSC, nominated by the County Commissioner or appointed by the Regional Commissioner. Trustees are otherwise known as members of the County Executive Committee. Elections and nominations occur at the Annual General Meeting of the charity which must be held within six months of the County financial year end. The County Commissioner usually serves a fixed term appointment of five years. The remaining Trustees do not serve a fixed term appointment but instead are re-elected or re-nominated each year. Individuals may be co-opted as Trustees by the County Executive Committee at any time.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2020*

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The Trustees met on six occasions from April 2019 to March 2020 to consider and approve matters relating to the administration and financial management of WSCSC. The trustees also participated in two online voting polls during the year at the request of the County Chairman. The quorum was exceeded at all meetings and online voting polls. The Annual General Meeting of the District Scout Council, to which all members of WSCSC are invited, was held on 18 September 2019. The Minutes of the AGM were reviewed by the County Executive at the September meeting and are available for inspection by all attendees at the AGM 2020 or by request to the County Secretary.

The County has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss. These include two signatories for all payments and comprehensive insurance policies to ensure that insurable risks are covered.

The trustees' report was approved by the Board of Trustees.

.....  
**Mr S Mitchison**  
Trustee  
Dated: .....

# **WEST SUSSEX COUNTY SCOUT COUNCIL**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

***FOR THE YEAR ENDED 31 MARCH 2020***

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

The law applicable to charities in England and Wales requires the Trustees to prepare accounts 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 year.

In preparing these accounts, the 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 accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts 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.



# WEST SUSSEX COUNTY SCOUT COUNCIL

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF WEST SUSSEX COUNTY SCOUT COUNCIL

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I report to the Trustees on my examination of the financial statements of West Sussex County Scout Council (the Charity) for the year ended 31 March 2020.

#### **Responsibilities and basis of report**

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard 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 now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Alec Burgess ACA

Keymer Haslam & Co  
4 - 6 Church Road  
Burgess Hill  
West Sussex  
RH15 9AE

Dated: .....

# WEST SUSSEX COUNTY SCOUT COUNCIL

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2020

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	Notes	Unrestricted funds 2020 £	Unrestricted funds 2019 £
<b><u>Income and endowments from:</u></b>			
Donations and legacies	3	33	5,000
Charitable activities	4	63,837	26,282
Investments	5	1,927	1,994
Membership subscriptions	6	146,444	145,504
<b>Total income</b>		<u>212,241</u>	<u>178,780</u>
<b><u>Expenditure on:</u></b>			
Charitable activities	7	<u>208,547</u>	<u>199,294</u>
Net gains/(losses) on investments	12	<u>1,557</u>	<u>8,308</u>
<b>Net movement in funds</b>		5,251	(12,206)
Fund balances at 1 April 2019		<u>230,543</u>	<u>242,749</u>
<b>Fund balances at 31 March 2020</b>		<u><u>235,794</u></u>	<u><u>230,543</u></u>

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

All income and expenditure derive from continuing activities. There are no restricted funds.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## BALANCE SHEET

AS AT 31 MARCH 2020

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Investments	13		145,901		144,344
<b>Current assets</b>					
Stocks		1,681		1,863	
Debtors	14	21,081		21,076	
Cash at bank and in hand		175,700		155,908	
		<u>198,462</u>		<u>178,847</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(108,569)</u>		<u>(92,648)</u>	
Net current assets			89,893		86,199
<b>Total assets less current liabilities</b>			<u>235,794</u>		<u>230,543</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Designated funds	16	8,549		12,891	
General unrestricted funds	16	227,245		217,652	
		<u>235,794</u>		<u>230,543</u>	
			<u>235,794</u>		<u>230,543</u>

The accounts were approved by the Trustees on .....

.....  
Mrs R Hammond  
Trustee

.....  
Mr D Hopper  
Trustee

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2020**

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### **1 Accounting policies**

#### **Charity information**

West Sussex County Scout Council is a registered with the Charities Commission, as a charitable Trust linked with The Scout Association.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011 and "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)" (as amended for accounting periods commencing from 1 January 2016). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. There are no restricted funds.

#### **1.4 Incoming resources**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met

All incoming resources are included in the SOFA in full when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

As the Council acts as an agent for Headquarters in the collection of members' subscriptions, these monies are not the property of the Council. They are shown for information purposes only.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

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### 1 Accounting policies (Continued)

#### 1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

#### 1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.8 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

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### 1 Accounting policies (Continued)

#### 1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.10 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, or funds, which have been raised for a particular purpose. The aim and use of each designated fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2020</b>	2019
	<b>£</b>	£
Donations and gifts	33	5,000
	<u>          </u>	<u>          </u>

The income from donations and legacies in the current period is in connection with designated funds for the Think Family Programme. The sums for the comparative period was all unrestricted.

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 4 Charitable activities

	<b>Grants 2020 £</b>	<b>Grants 2019 £</b>
County Events and Activities	66,617	27,315
Sales of badges	(2,780)	(1,033)
	<u>63,837</u>	<u>26,282</u>

### 5 Investments

	<b>Unrestricted funds 2020 £</b>	<b>Unrestricted funds 2019 £</b>
Income from listed investments	1,758	1,873
Interest receivable	169	121
	<u>1,927</u>	<u>1,994</u>

### 6 Other income

	<b>2020 £</b>	<b>2019 £</b>
Membership subscriptions	406,264	395,346
Remitted to headquarters	(259,820)	(249,842)
	<u>146,444</u>	<u>145,504</u>

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 7 Charitable activities

	Charitable expenditure 2020 £	Charitable expenditure 2019 £
Staff costs	9,414	8,410
County team expenses	8,191	10,974
Insurance	4,946	6,284
Award presentations	4,180	6,183
Leader training expenses	11,855	12,588
Activity expenses	82,628	35,084
County office expenses	6,976	7,959
Sundry expenses	2,049	2,640
	<u>130,239</u>	<u>90,122</u>
Grant funding of activities (see note 8)	55,415	85,591
Share of governance costs (see note 9)	22,893	23,581
	<u>208,547</u>	<u>199,294</u>

### 8 Grants payable

	2020 £	2019 £
International grants	3,600	36,525
Grants re leader recruitment (via Scout Headquarters)	26,750	45,501
Grants to scout groups	20,690	790
Grants - Hardship fund	100	-
Grants - Think family fund	4,275	2,775
	<u>55,415</u>	<u>85,591</u>

These represent small grants given to Scout Groups to assist with development programmes or immediate needs.



# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2020

### 9 Support costs

	Support costs £	Governance costs £	2020 £	2019 £	Basis of allocation
Staff costs	-	9,414	9,414	8,410	Governance
Legal and professional	-	1,080	1,080	984	Governance
County Team expenses	-	2,732	2,732	3,658	Governance
AGM & meeting exp's	-	2,691	2,691	2,570	Governance
County office expenses	-	6,976	6,976	7,959	Governance
	-	22,893	22,893	23,581	
Analysed between					
Charitable activities	-	22,893	22,893	23,581	

### 10 Trustees

No trustee received any remuneration in respect of their office as a trustee. Trustees received reasonable re-imbursement for expenses incurred in connection with their roles, and several trustees hold other appointments within the County for which they receive reimbursement of expenses incurred in that office.

### 11 Employees

#### Number of employees

The average monthly number employees during the year was:

	2020 Number	2019 Number
County office staff	2	2

#### Employment costs

	2020 £	2019 £
Wages and salaries	18,642	16,732
Other pension costs	186	88
	18,828	16,820

There were no employees whose annual remuneration was £60,000 or more.

### 12 Net gains/(losses) on investments

	2020 £	2019 £
Revaluation of investments	1,557	8,308

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

### 13 Fixed asset investments

	Listed investments £
<b>Cost or valuation</b>	
At 1 April 2019	144,344
Valuation changes	1,557
At 31 March 2020	<u>145,901</u>
<b>Carrying amount</b>	
At 31 March 2020	<u>145,901</u>
At 31 March 2019	<u><u>144,344</u></u>

### 14 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Other debtors	11,630	18,954
Prepayments and accrued income	9,451	2,122
	<u>21,081</u>	<u>21,076</u>

### 15 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	<u>108,569</u>	<u>92,648</u>

# WEST SUSSEX COUNTY SCOUT COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2020

#### 16 Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	<b>Balance at 1 April 2019</b>	<b>Movement in funds</b>		<b>Balance at 31 March 2020</b>
	<b>£</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>£</b>
Designated Funds:				
Hardship Fund	5,584	33	(100)	5,517
IPEH (formerly Think Family) Fund	7,307	-	(4,275)	3,032
	<u>12,891</u>	<u>33</u>	<u>(4,375)</u>	<u>8,549</u>
General Unrestricted Funds	217,652	213,765	(204,172)	227,245
	<u>230,543</u>	<u>213,798</u>	<u>(208,547)</u>	<u>235,794</u>

The Hardship Fund is designated to support people in financial difficulty.

The IPEH Fund is part of the Integrated Prevention and Earliest Help fund, and superceded the Think Family programme.

#### 17 Analysis of net assets between funds

	<b>Unrestricted funds 2020</b>	<b>Unrestricted funds 2019</b>
	<b>£</b>	<b>£</b>
Fund balances at 31 March 2020 are represented by:		
Investments	145,901	144,344
Current assets/(liabilities)	89,893	86,199
	<u>235,794</u>	<u>230,543</u>

Designated Funds are all held in current assets/(liabilities).

#### 18 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).

#### 19 Analysis of changes in net funds

The Charity had no debt during the year.