

CHARITY REGISTRATION NUMBER: 304155

The Norfolk County Scout Council
Unaudited financial statements
31 March 2018

The Norfolk County Scout Council

Financial statements

Year ended 31 March 2018

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The Norfolk County Scout Council

Trustees' annual report

Year ended 31 March 2018

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2018.

The financial statements have been prepared in accordance with the accounting policies set out in notes 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 (FRS102) (effective 1 January 2015) (as amended by Update Bulletin 1 published on 2 February 2016).

Reference and administrative details

Registered charity name	The Norfolk County Scout Council
Charity registration number	304155
Principal office	Eaton Vale Church Lane Eaton Norwich NR4 6NN

The trustees

The trustees who served during the year and at the date of approval were as follows:

Emily Alcock (from 5 September 2017)
David Andrews (to 5 September 2017)
Dom Belcher
Nigel Boast (from 19 February 2018)
Matthew Burrell
Richard Butler
Nicola Cubitt (from 5 September 2017)
Marylyn Evans
Emily Fenton (from 5 September 2017)
Dan Gentle
Tom Hadley (from 5 September 2017)
Ray Hollands
John Howling
Tim Rowe
Rena Savage
John Sweeney (from 9 September 2017)
Paul Weeks

County Chairman	Rena Savage
County Secretary	Karen Martin
County Treasurer	Paul Weeks
County Commissioner	Matthew Burrell

The Norfolk County Scout Council

Trustees' annual report *(continued)*

Year ended 31 March 2018

Independent Examiner	M Proctor FCA DChA Lovewell Blake LLP Chartered accountants Bankside 300 Peachman Way Broadland Business Park Norwich NR7 0LB
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Bankers	Clydesdale Bank Clydesdale House Meridian Way Norwich NR7 0TA Barclays Bank Plc 298A Aylsham Road Norwich Norfolk NR2 2RJ
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The Norfolk County Scout Council

Trustees' annual report *(continued)*

Year ended 31 March 2018

Objectives and activities

The constitution of the Norfolk County Scout Council and its Governing Body Instrument are embodied in the Policy Organisation and Rules of the Scout Association which outlines the authority and powers of the Trustees. No restrictions are placed on the Trustees and their operation of the Charity and its investment powers.

The objects of the Association are to encourage the physical, intellectual, social and spiritual development of young people within the County of Norfolk through Scouting and to support the work of the County Commissioner, Assistant Commissioners and staff, in the provision of Scouting to the widest possible number of young people.

The Scout Association exists by authority of a Royal Charter, granted by King George V in 1912 and supplemented by further Charters granted by King George VI and Queen Elizabeth II. These Charters give authority to the Bye Laws of the Association, which are approved by Her Majesty's Privy Council. The Bye Laws, in turn, authorise the making of rules for the regulation of the Association's affairs and thereby give authority for the Policy, Organisation and Rules of the Scout Association. The purpose of the Norfolk County Scout Council within The Scout Association is to provide leadership, advice and support for Scout Districts and, through them, for Scout Groups in the County of Norfolk.

Public benefit

The Trustees of Norfolk County Scout Council accept the need to have regard to the Charity Commission's guidance on public benefit. They recognise that it is their responsibility to ensure that the benefits offered are realised in Norfolk by promoting all aspects of scouting within the county both within the membership and in the wider community.

The aim of scouting is to help young people develop mentally, physically and spiritually so that they can make a positive contribution which will be of benefit to their community and the wider world in helping them to become responsible citizens. Membership for both the young people and leaders is voluntary and the organisation believes in being fair, open and inclusive.

Achievements and performance

During the year ended 31 March 2018, Norfolk Scouts have been involved in a series of activities both strategic and practical to help shape the future of Scouting in Norfolk.

Our annual census of membership showed an increase of 3%, this was a strong growth in Young People and falls in line with our vision to grow over the next few years. It was particularly pleasing to see more Young People in our 'Scout' section (aged 10 - 14) as a result of the opening of several new Scout Troops.

Our new operating model launched in April 2017 and a period of transition was carried out until December 2017. Our work is now conducted through four workstreams, each are aligned to sub-committees of our Board of Trustees.

Throughout 2017 we started to focus on the future for Norfolk Scouts, we held a membership survey in September 2017 in which over 400 Adult Volunteers, Young People and Parents shared what they thought were Scouting's strengths and opportunities. This valuable insight allowed the County Core Team to provide feedback on the Scout Association's national strategy proposals as well as shape our own.

The information from our survey provided the basis for our County Conference in January where members of the County and all Districts helped decide a growth ambition for Norfolk Scouts as well as the priorities for our new plan.

This is just a key point summary, there are many more achievements and successes that would just take far too long to detail. Throughout the year the Scouting community of Norfolk has been the recipient of an incalculable number of hours and energies from our volunteers who we must pay gratitude to.

The Norfolk County Scout Council

Trustees' annual report *(continued)*

Year ended 31 March 2018

Achievements and performance *(continued)*

Alec Bussey Centre

The Alec Bussey Centre is located in Rowington Road in Norwich and it was gifted to the Norfolk County Scout Council by the Trustees of the 2nd Norwich Scout Group. Ownership is now vested in the Scout Association Trust Corporation, as custodian trustee for Norfolk County Scout Council. Following a programme of extensive refurbishment, the premises now provide a valuable resource for Norfolk Scouts, both as an activity and training centre and also as the administration base for the Norfolk County Scout Council's development project. The project supports the development of Scouting at group level throughout the County and funds have been raised from internal sources, trusts, corporate and private donations to meet the project's costs.

The property was valued by Bidwells on market value and existing use basis as at 31 March 2004 at a value of £125,000. Improvements made to the freehold property since 31 March 2004 are included at cost.

Financial review

The unrestricted funds (including designated funds) showed net income of £23,708.

Reserves policy

The policy of Norfolk County Scout Council is to maintain sufficient funds to cover nine months normal operating costs, which amount to approximately £50,000 to enable it to carry out its objectives and to meet periodic capital expenditure and unforeseen contingencies.

At 31 March 2018 the total reserves amounted to £522,120 of which free reserves were £197,584. Total reserves include designated funds of £259,486.

Investment policy

The Trustees have a policy of investing surplus funds at minimum risk, mainly in Money Market linked deposit accounts with major financial institutions.

Principal funding sources

The majority of the Charity's income is from its charitable activities. A significant amount of income comes from subscriptions, and direct charitable trading.

The Norfolk County Scout Council

Trustees' annual report *(continued)*

Year ended 31 March 2018

Plans for future periods

Our new County Plan is at final stages of approval and we have already start work on several sections our key focus areas for the next couple of years are:

- Focus on developing amazing section leaders with practical Scouting skills.
- The Adventurous Activity and Nights Away Permit Scheme will be promoted, understood and operating successfully.
- Transform Adult Recruitment.
- Have a high quality Adult Training provision.
- New Adult Volunteers have a fabulous welcome to Norfolk Scouts.
- Raise the profile of Scouting in the local communities of Norfolk.
- We will also support Trustees with a bespoke Trustee support day.

By 2023 we aim to be providing skills for life to over 7,000 Young People, supported by nearly 3,000 Adults.

Structure, governance and management

Governing document

The organisation is an unincorporated trust, constituted under a trust deed dated 25 March 1960 and registered as a charity on 11 February 1964. The constitution of the charity was updated and agreed on 5 September 2017. The Council is run in accordance with the Policy, Organisation and Rules (POR) of The Scout Association.

Appointment of trustees

The members of the Executive Committee, who are also Trustees, are elected each year at the Annual General Meeting of the Norfolk County Scout Council. The County Commissioner is appointed by the Scout Association, with the Chairman being nominated by the County Commissioner.

Induction and training of trustees

The induction and training of new Trustees is carried out in accordance with the provisions of the relevant edition of the Scouting Manual.

Risk management

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate the exposure to these risks.

Organisational structure

The Executive Committee meets to receive reports from its officers and sub-committee chairmen and to ensure the professional operation of Norfolk Scouts at a County level. The Executive Committee, working through its sub-committees, ensures the operation of County Scout affairs.

The current members of the Executive Committee who served during the year and up to the date of this report are set out on page 1.

The Norfolk County Scout Council

Trustees' annual report *(continued)*

Year ended 31 March 2018

Structure, governance and management *(continued)*

Related parties

Girl Guiding Norfolk and Eaton Vale Scout & Guide Activity Centre Limited (EVAC Limited) are connected charities.

EVAC Limited was formed in April 1999 as a joint enterprise with the Norfolk Guides and took on the responsibilities of the Eaton Vale campsite. EVAC Limited has replaced the old building and developed the site and its services. The Executive Committee can appoint up to four Trustees to represent its interests on the Board of Directors.

The trustees' annual report was approved on 30 July 2018 and signed on behalf of the board of trustees by:

Rena Savage
County Chairman

The Norfolk County Scout Council

Independent examiner's report to the trustees of The Norfolk County Scout Council

Year ended 31 March 2018

I report to the charity trustees on my examination of the financial statements of the charity for the year ended 31 March 2018 which comprise the statement of financial activities, balance sheet and the related notes.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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 charity as required by section 130 of the 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 accounts to be reached.

Your attention is drawn to the fact that the Charity has prepared the accounts (financial statements) in accordance with 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) 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 since been withdrawn.

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

M Proctor FCA DChA
Independent Examiner
Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

7 August 2018

The Norfolk County Scout Council

Statement of financial activities

31 March 2018

		2018		2017
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
Income and endowments				
Donations and legacies	4	15,523	15,523	14,667
Charitable activities	5	26,783	26,783	41,942
Other trading activities	6	185,022	185,022	181,417
Investment income	7	137	137	244
Other income		4,730	4,730	2,375
Total income		<u>232,195</u>	<u>232,195</u>	<u>240,645</u>
Expenditure				
Expenditure on raising funds:				
Costs of other trading activities	8	107,863	107,863	93,923
Expenditure on charitable activities	9	100,624	100,624	119,308
Total expenditure		<u>208,487</u>	<u>208,487</u>	<u>213,231</u>
Net income and net movement in funds		<u>23,708</u>	<u>23,708</u>	<u>27,414</u>
Reconciliation of funds				
Total funds brought forward		498,412	498,412	470,998
Total funds carried forward		<u>522,120</u>	<u>522,120</u>	<u>498,412</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 10 to 20 form part of these financial statements.

The Norfolk County Scout Council

Balance sheet

31 March 2018

		2018		2017	
		£	£	£	£
Fixed assets					
Intangible assets	14		1		1
Tangible fixed assets	15		174,535		175,848
Investments	16		150,000		150,000
			<u>324,536</u>		<u>325,849</u>
Current assets					
Stock	17	36,721		36,903	
Debtors	18	108,500		36,213	
Cash at bank and in hand		314,303		116,359	
		<u>459,524</u>		<u>189,475</u>	
Creditors: Amounts falling due within one year	19	<u>261,940</u>		<u>16,912</u>	
Net current assets			<u>197,584</u>		<u>172,563</u>
Total assets less current liabilities			<u>522,120</u>		<u>498,412</u>
Net assets			<u>522,120</u>		<u>498,412</u>
Funds of the charity					
Unrestricted funds			<u>522,120</u>		<u>498,412</u>
Total charity funds	21		<u>522,120</u>		<u>498,412</u>

These financial statements were approved by the board of trustees and authorised for issue on 30 July 2018, and are signed on behalf of the board by:

Rena Savage
County Chairman

Paul Weeks
County Treasurer

The notes on pages 10 to 20 form part of these financial statements.

The Norfolk County Scout Council

Notes to the financial statements

Year ended 31 March 2018

1. General information

The charity is a registered charity in England and Wales and is unincorporated. The address of the principal office is Eaton Vale, Church Lane, Eaton, Norwich, NR4 6NN.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011. The charity has applied Update Bulletin 1 as published on 2 February 2016.

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

The charity constitutes a public benefit entity as defined by FRS 102.

3. Accounting policies

(a) Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain items at fair value.

The financial statements are prepared in sterling, which is the functional currency of the entity, and rounded to the nearest £.

(b) Going concern

There are no material uncertainties about the charity's ability to continue.

(c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

(d) Income

All income is included in the Statement of Financial Activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

3. Accounting policies *(continued)*

Income *(continued)*

- Investment income is included when receivable.
- Income from charitable trading activity is accounted for when earned.

(e) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

(f) Amortisation

Amortisation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful life of that asset as follows:

Website - straight line over 4 years

If there is an indication that there has been a significant change in amortisation rate, useful life or residual value of an intangible asset, the amortisation is revised prospectively to reflect the new estimates.

(g) Tangible assets

All fixed assets are initially recorded at cost.

The costs of minor additions or those costing below £1,000 are not capitalised.

The freehold property in Rowington Road, known as the Alec Bussey Centre, was gifted to the Norfolk County Scout Council and is included at market value, based on a professional valuation at 31 March 2004. Improvements made to the freehold property since 31 March 2004 are included at cost.

It is the Charity's practice to maintain the freehold property in a continual state of sound repair, and accordingly the Executive Committee consider that the life of the asset is so long and the residual value, based on prices prevailing at the time the asset was valued, is so high that its depreciation is insignificant. Any permanent diminution in the value of the property is charged to income and expenditure as appropriate. Annual impairment reviews are carried out.

The carrying values of tangible fixed assets are reviewed, by the Trustees, for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

3. Accounting policies *(continued)*

(h) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings - 10% straight line / over three years

(i) Investments

Investments consist of freehold property which is subject to a thirty year lease to the 1st Norwich Sea Scouts which commenced on 22 August 2011. The freehold property was gifted to The Norfolk County Scout Council and is stated at the value when gifted, which the trustees consider to be a fair market value.

(j) Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

(k) Financial instruments

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

(l) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(m) Cash at bank

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less.

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Donations				
Donations, gifts and legacies	15,523	15,523	14,667	14,667

5. Charitable activities

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Income from events	15,702	15,702	28,944	28,944
County events	11,081	11,081	12,998	12,998
	<u>26,783</u>	<u>26,783</u>	<u>41,942</u>	<u>41,942</u>

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

6. Other trading activities

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Other income	636	636	2,662	2,662
Shop income	111,326	111,326	106,581	106,581
Membership subscriptions	73,060	73,060	72,174	72,174
	<u>185,022</u>	<u>185,022</u>	<u>181,417</u>	<u>181,417</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Bank interest receivable	137	137	244	244

8. Costs of other trading activities

The trading activity is as follows:

	2018 £	2017 £
Sales	111,326	106,851
Cost of sales	<u>(87,767)</u>	<u>(74,832)</u>
Gross profit	23,559	31,749
Other income	24	21
Overheads	<u>(20,096)</u>	<u>(19,091)</u>
Net surplus	<u>3,487</u>	<u>12,679</u>

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

9. Expenditure on charitable activities by activity type

	Activities undertaken directly	County events	Total Funds 2018	Total Funds 2017
	£	£	£	£
Activities	18,165	9,270	27,435	51,941
Donations	3,247	—	3,247	1,155
Salaries and pensions	22,957	—	22,957	21,756
Stationery and postage	6,746	—	6,746	6,383
PR and advertising	409	—	409	167
Telephone	2,769	—	2,769	3,814
Rent, utilities and cleaning	4,728	—	4,728	3,551
Insurances and licences	2,881	—	2,881	2,903
Travelling and subsistence	9,694	—	9,694	9,313
Repairs and renewals	4,143	—	4,143	3,107
Bank charges and interest	366	—	366	492
Depreciation	3,330	—	3,330	3,023
Sundries	3,436	—	3,436	3,296
Other meeting costs	2,135	—	2,135	2,253
Loss on disposal of fixed assets	—	—	—	1,155
Bad debts	1,223	—	1,223	—
Governance costs	5,125	—	5,125	4,999
	<u>91,354</u>	<u>9,270</u>	<u>100,624</u>	<u>119,308</u>

All charitable activities expenditure in both the current and previous year is unrestricted.

Analysis of governance costs

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Accountancy fees	1,385	1,385	1,345	1,345
Independent examination fee	3,150	3,150	3,060	3,060
Costs of Trustees' meetings	590	590	594	594
	<u>5,125</u>	<u>5,125</u>	<u>4,999</u>	<u>4,999</u>

10. Net income

Net income is stated after charging/(crediting):

	2018 £	2017 £
Depreciation of tangible fixed assets	<u>3,330</u>	<u>3,023</u>

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

11. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018	2017
	£	£
Wages and salaries	35,765	33,809
Employer contributions to pension plans	<u>3,156</u>	<u>2,734</u>
	<u>38,921</u>	<u>36,543</u>

The average head count of employees during the year was 3 (2017: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2018	2017
	No.	No.
Number of employees	<u>2</u>	<u>2</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

12. Trustee remuneration and expenses

The Trustees received no remuneration during the year. Travel and out of pocket expenses amounting to £3,731 (2017 - £5,447) have been reimbursed to 9 Trustees (2017 - 9 Trustees).

13. Transfers between funds

The balance of the surplus arising on the county trading shop for 2018, £3,487, together with an amount of £19,600 for two years rent was transferred from general funds to the Alec Bussey Centre Fund. In addition a further amount of £9,000 was transferred from the fund in relation to the County Conference.

14. Intangible assets

	Website
	£
Cost	
At 1 April 2017 and 31 March 2018	<u>4,114</u>
Amortisation	
At 1 April 2017 and 31 March 2018	<u>4,113</u>
Carrying amount	
At 31 March 2018	<u>1</u>
At 31 March 2017	<u>1</u>

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

15. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Total £
Cost			
At 1 April 2017	165,817	31,205	197,022
Additions	—	2,017	2,017
At 31 March 2018	<u>165,817</u>	<u>33,222</u>	<u>199,039</u>
Depreciation			
At 1 April 2017	—	21,174	21,174
Charge for the year	—	3,330	3,330
At 31 March 2018	<u>—</u>	<u>24,504</u>	<u>24,504</u>
Carrying amount			
At 31 March 2018	<u>165,817</u>	<u>8,718</u>	<u>174,535</u>
At 31 March 2017	<u>165,817</u>	<u>10,031</u>	<u>175,848</u>

The Norfolk County Scout Council were gifted land a number of years ago at Eaton Vale, however, they have granted a 99 year lease in respect of this land to Eaton Vale Scout & Guide Activity Centre Limited. No rental income is received. Ownership of the land is now vested in the Scout Association Trust Corporation, as custodian trustee for Norfolk County Scout Council. In view of the long lease, the land is not recognised in the accounts.

16. Investments

	Other investments £
Cost or valuation	
At 1 April 2017	150,000
Additions	—
At 31 March 2018	<u>150,000</u>
Impairment	
At 1 April 2017 and 31 March 2018	<u>—</u>
Carrying amount	
At 31 March 2018	<u>150,000</u>
At 31 March 2017	<u>150,000</u>

All investments shown above are held at valuation.

The investments comprise freehold property at Old Lakenham, which is let to the 1st Norwich Sea Scouts at a peppercorn rent of £250 per year under a thirty year lease which commenced 22 August 2011.

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

17. Stocks

	2018 £	2017 £
Stock	<u>36,721</u>	<u>36,903</u>

18. Debtors

	2018 £	2017 £
Prepayments and accrued income	92,228	22,118
Other debtors	<u>16,272</u>	<u>14,095</u>
	<u>108,500</u>	<u>36,213</u>

19. Creditors: Amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	261,385	16,523
Other creditors	<u>555</u>	<u>389</u>
	<u>261,940</u>	<u>16,912</u>

20. Deferred income

	2018 £	2017 £
At 1 April 2017	12,118	9,175
Amount released to income	(40)	(2,885)
Amount deferred in year	<u>244,772</u>	<u>5,828</u>
At 31 March 2018	<u>256,850</u>	<u>12,118</u>

Deferred income comprises income from events which are due to take place after the year end.

The Norfolk County Scout Council

Notes to the financial statements *(continued)*

Year ended 31 March 2018

21. Analysis of charitable funds

Unrestricted funds - Year ended 31 March 2018

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2018 £
Future Scout Development Fund	50,000	6	–	–	50,006
Norfolk Scout Canoe Team Active Support Unit	18,318	9,757	(8,003)	–	20,072
NORJAM	8,103	–	–	–	8,103
Norfolk County Scout Active Support Unit	176	–	(18)	–	158
Alec Bussey Centre Fund	158,307	17,498	(9,302)	14,087	180,590
Shooting Team Active Support Unit	486	1,324	(1,253)	–	557
Designated Funds	235,390	28,585	(18,576)	14,087	259,486
General Funds	263,022	203,610	(189,911)	(14,087)	262,634
Total Unrestricted Funds	<u>498,412</u>	<u>232,195</u>	<u>(208,487)</u>	<u>–</u>	<u>522,120</u>

Year ended 31 March 2017

	Balance at 1 April 2016 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2017 £
Future Scout Development Fund	21,505	71	–	28,424	50,000
Norfolk Scout Canoe Team Active Support Unit	16,751	11,681	(10,114)	–	18,318
NORJAM	8,103	–	–	–	8,103
Norfolk County Scout Active Support Unit	176	–	–	–	176
Alec Bussey Centre Fund	119,231	25,208	(8,612)	22,480	158,307
Shooting Team Active Support Unit	260	1,317	(1,091)	–	486
Designated Funds	166,026	38,277	(19,817)	50,904	235,390
General Funds	304,972	202,368	(193,414)	(50,904)	263,022
Total Unrestricted Funds	<u>470,998</u>	<u>240,645</u>	<u>(213,231)</u>	<u>–</u>	<u>498,412</u>

The Future Scout Development Fund is to be used to ensure that resources are available to recommence Scouting Activities at the Alec Bussey Centre in the future and support Scouting development in the County.

The Norfolk Scout Canoe Team Active Support Unit exists to provide training and support for adventurous water activities across the County and to afford the opportunity for young people and

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Notes to the financial statements *(continued)*

Year ended 31 March 2018

adults to try this exciting skill.

The NORJAM fund relates to funds raised via NORJAM events, which takes place every four years and which are organised as part of a joint venture with Girlguiding Norfolk. Administration and organisational expenses are reflected in the accounting period in which they are incurred and are covered by the income from the events. Norfolk County Scout Council receives 50% of any surplus from these events, to be utilised as the charity feels appropriate. The remaining 50% of any surplus goes to Girlguiding Norfolk.

The Norfolk County Scout Active Support Unit exists to support the work of all sections and adult training across the County. The Unit provides teams of staff for county events and offers the opportunity for adults to continue their association with Scouting.

The Alec Bussey Centre Fund was formed to promote the development of Scouting in Norfolk and to refurbish the centre in Rowington Road, Norwich, to act as a resource centre. Funds have been raised internally and from a number of trusts, corporate and private donations to support the refurbishment and ongoing development project.

The Norfolk Scout Shooting Active Support Unit exists to provide training and support for shooting activities.

22. Analysis of net assets between funds

As at 31 March 2018

	Fixed assets £	Investments £	Net current assets £	Total £
Unrestricted Income Funds	<u>174,536</u>	<u>150,000</u>	<u>197,584</u>	<u>522,120</u>

As at 31 March 2017

	Fixed assets £	Investments £	Net current assets £	Total £
Unrestricted Income Funds	<u>175,849</u>	<u>150,000</u>	<u>172,563</u>	<u>498,412</u>

23. Financial instruments

The carrying amount for each category of financial instrument is as follows:

	2018 £	2017 £
Financial assets that are debt instruments measured at amortised cost		
Other debtors (note 18)	<u>11,088</u>	<u>9,671</u>
Financial liabilities measured at amortised cost		
Other creditors (note 19)	555	389
Accruals (note 19)	<u>4,535</u>	<u>4,405</u>
	<u>5,090</u>	<u>4,794</u>

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Year ended 31 March 2018

24. Related parties

Eaton Vale Scout & Guide Activity Centre Limited is a related party of The Norfolk County Scout Council due to common trustees, Dan Gentle, Ray Hollands and Matthew Burrell are trustees of both entities. During the year the Charity paid £10 (2017 - £1,065) for services provided by Eaton Vale Scout & Guide Activity Centre Limited.