

A Scottish Incorporated Charitable Organisation (SCIO)

Annual Report & Financial Statements

For the year ended

31 March 2018



Cambusbarron
COMMUNITY DEVELOPMENT TRUST

OSCR

Scottish Charity Regulator

www.oscr.org.uk

Registered SCIO
SC041449

ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

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TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2018

The trustees are pleased to present their report and financial statements together with the independent examiner's report for the year ended 31 March 2018.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	Cambusbarron Community Development Trust
Charity No (SCIO)	SC041449
Principal Address and Registered Office	C/O Richard Norman, 58 Gillies Hill, Cambusbarron, Stirling. FK7 9PQ
Website	www.ccdt.org.uk
Current Trustees	

Ann Finlayson	
Michael Graham	Resigned 26/09/18
Marion MacAllister	Resigned 14/05/18
Richard W Norman	
Robert Trevis Smith	Resigned 20/06/18
Emma King	Elected 14/05/18
Laura Cornwallis	Elected 14/05/18
Ashlley Mcllwraith	Elected 20/06/18
Moira Smith	Elected 20/06/18
Fiona Paterson	Elected 20/06/18
Jennifer Fraser	Elected 20/06/18
Melissa Nelson	Elected 20/06/18

Treasurer

Richard Norman

Bankers

Coop Bank

PO Box 250, Delf House, Skelmersdale.
WN8 6WT

Independent Examiner

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

Cambusbarron Community Development Trust was a company limited by guarantee which was incorporated on 8th July 2010 and is governed by its Articles of Association. The charity converted to a Scottish Charitable Incorporated Organisation (SCIO) on the 19th May 2017. The company had originally achieved charitable status on 16th July 2010.

Appointment of Trustees

The Board of the charity consists of up to a maximum of twelve Trustees of which four may be co-opted.

Trustees are appointed by election by the membership at the annual general meeting. All of the trustees, must retire (and submit themselves for re-election if they wish) each year.

Organisational Structure

The structure of the association consists of:

- (a) the MEMBERS - who have the right to attend the annual general meeting (and any special general meeting) and have important powers under the constitution; in particular, the members elect people to serve on the Board of Trustees and take decisions in relation to changes to the governing document itself.
- (b) the TRUSTEES - who hold regular meetings during the period between annual general meetings, and generally control and supervise the activities of the association; in particular, the Board of Trustees is responsible for monitoring the financial position of the association.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2018

Risk Assessment

The trustees regularly review the risks to which the Association is exposed. They do not consider that there are any substantial risks beyond the liabilities disclosed in the financial statements. The Association has no employees and no office premises.

OBJECTS & ACTIVITIES

Cambusbarron Community Development Trust has been formed to benefit the community of Cambusbarron by improving:

- The environment including the preservation of buildings or architectural, historical and other importance within the Community;
- To provide facilities for the recreation and other leisure time activity;
- To advance the education of the Community about its environment including: culture, heritage and history;
- To manage community land and facilities;
- To advance community development.

ACHIEVEMENTS & PERFORMANCE

Our activity this year has focused almost entirely on our attempts to purchase some of the Gillies Hill woodland. Progress has steadily increased throughout the year after negotiations had gone quiet and this has so far culminated in the news that we have been successful in our stage 2 grant application to the Scottish Land Fund. This gives us the majority of the funding towards purchasing the hill. We are still to negotiate a final purchase price for the land with the land owner and this means we do not have a final target for fundraising the additional amount to complete the purchase. We have a target to raise a further £60,000 in order to complete the purchase and support our development plan.

We have been involved in some other projects through the year which include the provision of 2 sheds, a smaller one for tool storage on our garage plot at Thomson Place, and a larger one shared with the school in the corner of the school playground. These have been grant funded by the Cambusbarron Community fund via Foundation Scotland.

We also obtained funding to buy equipment for the outdoor learning area adjacent to the school. We have so far used this money to purchase trail cameras and some residual funding is available for bird feeders etc. Again this money was supplied by the Cambusbarron Community Fund via Foundation Scotland.

We have received a grant of £2000 towards the provision of a community access defibrillator from the popular institute fund. This project is in its early stages and we will be calling a meeting soon for people interested in helping establish this to get together and progress the project.

FINANCIAL REVIEW

Overview

The Cambusbarron Community Development Trust continues to operate on the basis of applying for funds from local grant providing bodies and spending this money on local projects. We still have the longer term aim of purchasing the land at Gillies Hill for community use.

Reserves Policy

Reserves at the period end were £120 (2016:£49). The trustees believe that additional funds need to be generated in order to continue meaningful operation. We have however brought some of our governance costs down and are committed to very little regular expenditure at present. We must however make efforts to carry out activities to raise unrestricted funds for future years.

TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31 MARCH 2018

APPROVAL

This report was approved by the trustees on 20 June 2018 and signed on their behalf by:

Richard Norman
Treasurer

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2018

Independent Examiner's Report to the Trustees of

I report on the accounts of the charity for the year ended 31 March 2018, which are set out on pages 7 to 11.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter came to my attention:-

1. which gives me reasonable cause to believe that in any material respect, the requirements
 - to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nicola MacLeod

6 The Yetts

Cambusbarron

Stirling FK7 9NJ

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 MARCH 2018

#NAME?	Unrestricted		Restricted	Endowment	Total	Total
	Note	Funds	Funds	Funds	2018	2017
Receipts		£	£	£	£	£
Donations		150	-	-	150	66
Legacies		-	-	-	-	-
Grants		-	8,410	-	8,410	13,132
Income from property		-	-	-	-	-
Fund Raising		-	-	-	-	55
Trading Income		-	-	-	-	-
Investment Income		-	-	-	-	-
Other Charitable Activities		-	-	-	-	6
		150	8,410	-	8,560	13,259
Sale of Fixed Assets		-	-	-	-	-
Sale of Investments		-	-	-	-	-
		150	8,410	-	8,560	13,259
Payments						
Fund Raising Costs		-	-	-	-	69
Charitable Activities		82	4,428	-	4,511	23,313
Governance Costs			43	-	43	256
Other	10	-	2,770	-	2,770	-
		82	7,241	-	7,323	23,639
Purchase of Fixed Assets		-	-	-	-	-
Purchase of Investments		-	-	-	-	-
		82	7,241	-	7,323	23,639
Net movement in funds		68	1,169	-	1,237	(10,380)

The Notes on pages 9 to 11 form an integral part of these accounts.

STATEMENT OF BALANCES

AS AT 31 MARCH 2018

		Unrestricted	Restricted	Endowment	Total	Total
	Note	Funds	Funds	Funds	2018	2017
Funds Reconciliation		£	£	£	£	£
Balance as at 01 April 2017		49	3,071	-	3,121	13,501
Surplus/(Deficit) for year		71	1,166	-	1,237	(10,380)
Balance as at 31 March 2018		120	4,238	-	4,358	3,121
Bank & Cash Balances						
Cash at Bank		120	4,238	-	4,358	-
Cash in Hand		-	-	-	-	-
		120	4,238	-	4,358	-
Investments						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Other Assets						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Liabilities						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Contingent Liabilities						
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

The Notes on pages 9 to 11 form an integral part of these accounts.

These accounts were approved by the trustees on 20 June 2018 **Error! Reference source not found.** and signed on their behalf by:

Richard Norman
Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

1. Basis of Preparation

These accounts have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

There have been no changes to the basis of preparation or to the previous year's accounts.

2. Fund Accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity.
- (b) Designated funds are unrestricted funds that the trustees have set aside for particular purposes. The designation is administrative only and does not restrict the trustees' ability to apply the funds.
- (c) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes.
- (d) Endowment funds (permanent) are those where the capital cannot be spent but the income arising from the funds will be either restricted or unrestricted, depending on the terms of the endowment.
- (e) Endowment funds (expendable) are endowment funds where the trustees have the power to convert the capital into income, but are not required to do so.
- (f) The purposes of the funds are shown in Note 9.

3. Taxation

- (a) The charity is not liable to income tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

4. Transactions with trustees and related parties

- (a) No remuneration was paid to trustees or any persons connected with them during the year (31 March 201: £Nil).
- (b) No expenses were reimbursed to the trustees during the year (31 March 201: £Nil).
- (c) Travelling expenses totalling £Nil (31 March 201: £Nil) were reimbursed to no trustees (31 March 201: no trustees).
- (d) The charity's insurance policy includes trustee indemnity insurance cover for all of its trustees.

5. Analysis of Receipts

Details	Payee	Fund	Income
Donation	Grampian Rd NW	CCDT	£110.64
Grant income FS02	Foundation Scotland	FS02	£1,800.00
Grant income FS02	Foundation Scotland	FS03	£1,254.00
Grant income FS02	Foundation Scotland	FS04	£1,000.00
Donation	Mydonate	CCDT	£9.85
SLF grant for coal board survey	Scottish Land Fund	SLF01	£2,316.00
Stage 1 grant payment	Scottish Land Fund	SLF01	£1,584.00
Grant CPF05	Stirling Council	CPF05	£456.00
Donation	MyDonate	CCDT	£29.85

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

6. Analysis of Payments

Details	Payee	Fund	Expenditure
Meeting expenses	MM (the River House)	BLF01	£10.60
Room hire	CCC	BLF01	£60.90
Internet fees	1&1	FS01	£5.99
Stamps	RN	CCDT	£7.80
Big Lottery Fund refund	Big Lottery Fund	BLF01	£2,769.65
Garage Pitch fees for 2017/18	Stirling Council	FS02	£49.92
Internet fees	1&1	FS01	£5.99
Walkover survey	Coal Authority	SLF01	£2,316.00
Internet fees	1&1	FS01	£5.99
Hall rental fees	Community Centre	SLF01	£43.14
Internet fees	1&1	SLF01	£5.99
Internet fees	1&1	CCDT	£5.99
Slabs and mortar for base of shed	Marion MacAllister	FS02	£83.40
Internet fees	1&1	SLF01	£5.99
Contribution to Nursery Pergola	Primary School	FS04	£1,000.00
Square spade	RN	CPF04	£15.75
Internet fees	1&1	CCDT	£5.99
Internet fees	1&1	SLF01	£5.99
Brush Cutter	RN	CPF04	£139.99
Hi Viz vests	RN	CPF04	£54.20
Internet fees	1&1	CCDT	£5.99
Internet fees (new rate)	1&1	SLF01	£23.99
Internet fees (+ domain name renewal)	1&1	CCDT	£32.38
Extra key for metal shed	Richard Norman	FS02	£12.49
Polmaise wood re-valuation	Value Office Agency	SLF01	£625.22
Internet fees	1&1	CCDT	£23.99

7. Analysis of Assets & Liabilities

Tangible fixed assets are capitalised if they cost more than £1,000 and can be used for more than one year. They are valued at cost or, if gifted, at their value on receipt. The charity does not currently have any capitalised fixed assets.

In 2012, the Trustees entered into a renewable lease in respect of a piece of land known as "the Parkdyke Path" for a period of 25 years on 13th July 2012. The amounts payable (exclusive of VAT) under the agreement are less than £1.

A contract has been entered into for the provision of email and web services. This contract can be cancelled on a single month's notice and does not represent a binding liability.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

8. Movements in Funds

During the year there were two movements of funds from the FS01 and the CPF04 fund into the general CCDT fund. This took place at the end of the funding period for these funds and the residual funds had been accounted for with contributions in kind over the period of the grant. These two transfers were for £0.91 and £1.44 respectively.

9. Purpose of Funds

CCDT	This is an unrestricted fund for general expenditure in support of the charities objectives
FS01	A fund provided by a grant from Foundation Scotland to redesign the group's website and logo, purchase marketing materials (banner, flyers and poster), and publish community newsletters.
BLF01	A fund provided by a grant from the Big Lottery fund to enable a valuation and feasibility study for Gillies Hill land purchase.
CPF04	A fund provided by a grant from the Stirling Council Community Pride fund to purchase tools for the use of volunteers on Gillies Hill.
FS02	A fund provided by a grant from Foundation Scotland to enable the purchase of a shed for tool and other storage.
FS03	A fund provided by a grant from Foundation Scotland to enable the purchase of equipment and consumables to support our outdoor learning area.
FS04	A fund provided by a grant from Foundation Scotland to enable the purchase a pergola for the local nursery.
CPF05	A fund provided by a grant from Stirling Council Community Pride fund to help us with the additional work needed as we work to purchase some of the Gillies Hill woodland.
SLF01	A fund provided by the first part of a grant from the Scottish Land Fund towards the Gillies Hill land purchase.

10. Payment marked as 'Other'

This payment was a refund to the Big Lottery fund from our BFF01 fund. As the money required to carry out the valuation and business planning work was less than budgeted for. The underspend was such that we were required to repay this money.