

Cambusbarron Community Development Trust

(A Company Limited by Guarantee)

Trustees' Annual Report and Financial Statements

For the Year Ended 31st March 2013



Scottish Charity No SC041449

Company No SC38166

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The trustees (who are also the directors of the company for the purposes of company law) have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31st March 2013.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name	Cambusbarron Community Development Trust	
Charity No	SC041449	
Company No	SC381665	
Principal Address and Registered Office	C/O Richard Norman, 58 Gillies Hill, Cambusbarron, Stirling. FK7 9PQ	
Website	e-voice.org.uk/cambusbarroncommunitytrust/	
Current Trustees		
Elected	Susan C McGill Arline Brisbane Ann Finlayson Michael Graham	
	Andrew R Langman Richard W Norman Roderick T Ross	Appointed 27/08/2012

Other trustees who served during the year

Keith Henry	Retired 27/08/2012
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Company Secretary	Richard Norman	
Bankers	Coop Bank	PO Box 250, Delf House, Skelmersdale. WN8 6WT
Independent Examiner	Anne Knox FCIE	Cameronian Street, Stirling. FK8 2DX

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

Cambusbarron Community Development Trust is a company limited by guarantee which was incorporated on 8th July 2010 and is governed by its Articles of Association. The company achieved charitable status on 16th July 2010. Each member of the company is required to contribute an amount not exceeding £1 should the company be wound up while he/she is a member, or within one year after he/she ceases to be a member.

Appointment of Trustees

The Board of Directors 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. A third of the total number of trustees, must retire (and submit themselves for re-election if they wish) each year.

Eligibility

Elected Trustees must be subscribing members of the Association. The Board of Directors may also co-opt Members to be Trustees who are not required to be subscribing members. In addition the directors may appoint any non-member to the company to be a director on the basis that he/she has been nominated by Cambusbarron Community Council and Save Gillies Hill.

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 articles of association; in particular, the members elect people to serve on the Board of Directors and take decisions in relation to changes to the governing document itself.
- (b) the DIRECTORS - 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 Directors is responsible for monitoring the financial position of the association.

The Directors normally meet on a bi-monthly basis to consider the business of the association.

Trustee Induction and Training

When appointed, new trustees are provided with an information pack containing copies of the governing documents, annual report, strategic plan and other supporting papers. Training on specific topics is made available as required.

Risk Management

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 does not have any employees and no office premises.

OBJECTIVES AND ACTIVITIES

Objects

- Cambusbarron Community Development Trust has been formed to benefit the community of Cambusbarron by improving the environment including the preservation of buildings of architectural, historic and other importance within the Community.
- To advance the education of the Community about its environment including, culture heritage and history.
- To provide facilities for the recreation and other leisure time activity.
- To manage community land and facilities for the benefit of the community and the public in general.
- To advance community development.

Risk Management

The Trustees have considered the major risks faced by Cambusbarron Community Development Trust and regularly review the procedures in place designed to manage these risks. In their opinion, the procedures and systems are sufficient to manage the risks.

ACHIEVEMENTS AND PERFORMANCE

Activities

Activities during the year included:

Cambusbarron Youth Theatre Project

The Cambusbarron Youth Theatre which successfully ran last year has now been wound up due to the organiser moving away from the area.

Burnside Lighting - this is the short path which runs from just past Dunsyre's on Birkhill Road to the Social Club on the Brae. The lighting has been removed which makes the path unusable in the dark. As it is a main link between these areas of the village, the Community Council had asked the Trust to look at how lighting could be installed. The project was difficult to fund and for political reasons the project wound up and passed back to Cambusbarron Community Council.

The Wee Wids – this is small (approx 1.5 hectare) area of woodland along the side of Polmaise Road, owned by Stirling Council. Discussions have taken place over time with the council about CCDT taking a management role in this piece of land. At this time there has been no action on this.

Parkdyke Path – this path is a small piece of land joining an existing path which runs from Birkhill road along the side of the motorway with Parkdyke. The ground was grass and prone to becoming muddy in winter weather. The project has been to improve this ground and make it suitable for walker all year round. This project has now been completed.

Centre Play Area – There is a piece of land between St Ninians road and Cambusbarron Community Centre which was largely disused. The project has been to develop this as a semi-secure area suitable for outdoor play use by the local playgroup and any other suitable centre users. The project involves upgrading some walls and installing gates with the potential to add suitable outdoor play equipment.

FINANCIAL REVIEW

The total income for this financial period amounted to £6,837 (2012:£3,970). The total expenditure was £7,290 (2012:£1,794).

The charity was successful in receiving a grant of £5,000 from 'the greenhouse.com' to develop a piece of land adjacent to our community centre and £1500 from Stirling Council Community Grants Scheme.

During the year we moved our bank account from the Bank of Scotland to the Co-operative bank. This was primarily to enable us to operate electronic banking, whilst retaining the ability for dual authorisation on transactions.

Cambusbarron Community Development Trust is very grateful to the continued support from individuals, companies and trusts within the local community.

Reserves Policy

Reserves at the period end were £2,257. The trustees are confident that £500 of reserves is sufficient to continue the running of the charity for the next 12 months. The residue will be used to towards our charitable activities whilst further funding opportunities are realised.

FUTURE PLANS

Cambusbarron Community Development Trust intends to be in a position to continue development of its Community Action Plan for Cambusbarron from 2011-2016.

To remove some of the burden of "red tape" it is also proposed that Cambusbarron Community Development Trust will explore the possibility of converting to a Scottish Charitable Incorporated Organisation (SCIO). This new legal form will not affect the way in which the Trust operates but will provide a measure of protection for the trustees as well as a reduction of legislation and paperwork as the Trust will only require to report to one regulator.

This report, which has been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, was approved by the Trustees on 27th December 2013 and signed on their behalf by:-

Richard Norman
Treasurer

INDEPENDENT EXAMINER'S REPORT
For the year ended 31st March 2013

Independent Examiner's Report to the trustees of Cambusbarron Community Development Trust
I report on the accounts of the charity for the year ended 31st March 2013, which are set out on pages 8 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) 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)(a)-(c) 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 the 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 has come 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 the Regulation 8 of the 2006 Regulations

have 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.

Anne Knox FCIE

Norman MacEwan Centre, Cameronian Street, Stirling. FK8 2DX

Date: 27th December 2013

STATEMENT OF FINANCIAL ACTIVITIES

(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)

For the period year ended 31st March 2013

	Note	Unrestricted Funds	Restricted funds	Total 2013	Total 2012
Incoming Resources					
From generated funds					
Voluntary income	4	28	6,809	6,837	3,970
Total Incoming Resources		28	6,809	6,837	3,970
Resources Expended					
Cost of Charitable Activities	5	199	6,971	7,170	1,704
Governance Costs	7	120	-	120	90
Total Resources Expended		319	6,971	7,290	1,794
Reconciliation of funds					
Net Income for the Year		(291)	(162)	-453	2,176
Transfers between funds	9	2,200	(2,200)	-	-
		1,909	(2,362)	-453	2,176
Total funds as at 31/03/2012		348	2,362	2,710	534
Total funds as at 31/03/2013		2,257	-	2,257	2,710

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006

The notes on pages 10 to 12 form an integral part of these accounts.

BALANCE SHEET
AS AT 31st March 2013

Balance Sheet
As at 31 March 2013

	Note	Unrestricted Funds	Total 2013	Total 2012
Current Assets				
Cash at Bank and in Hand		2,377	2,377	3,400
Current Liabilities				
Creditors (Payable within one year)	6	120	- 120	690
Net Current Assets				
Net assets		2,257	2,257	2,710
Funds of the Charity				
Unrestricted Funds		2,257	- 2,257	348
Restricted Funds		-	- -	2,362
Total Funds		2,257	- 2,257	2,710

The trustees (who are also the directors of company for the purposes of company law) confirm that for the period ended 31 March 2013:-

- the company was entitled to exemption from audit under section 477 of the Companies Act 2006; and
- Members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the ACT. However, in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act 2005, the accounts have been examined by an independent examiner whose report in on page 7

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

The notes on pages 10 to 12 form an integral part of these accounts

These accounts, which have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies, were approved by the Trustees on 27th December 2013 and signed on their behalf by

Richard Norman
Treasurer

1. Basis of Preparation

1.1. Basis of accounting

The financial statements have been prepared on the basis of historic cost in accordance with:-

(a) The Charities and Trustee Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006 (as amended).

(b) Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005 – Second Edition) and Financial Reporting Standard for Smaller Entities (FRSSE) (Effective April 2008)

(c) The Companies Act 2006

The Charity has no fixed assets or investments that require to be reported at market value.

2 Accounting Policies

2.1 Fund Accounting

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. The purposes of the restricted funds are shown in Note 9.

2.2 Incoming Resources

(a) Incoming Resources are recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources; and the monetary value can be measured with sufficient reliability.

(b) Bank interest is recognised when it is credited to the account.

2.3 Expenditures and Liabilities

(a) Expenditure is accounted for and included in the Statement of Financial Activities on an accruals basis.

(b) Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.

(c) Governance costs include the costs of the preparation and examination of the statutory accounts, and the cost of any legal advice to trustees on governance or constitutional matters.

2.4 Assets

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.

2.5 Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

3. Related Party Transactions

No remuneration was paid to the trustees or any connected parties.

No expenses were paid to the trustees or any connected parties.

	Unrestricted Funds	Restricted Funds	Total 2013	Total 2012
4. Voluntary Income				
Community Grants Scheme	-	1,500	1,500	-
Stirling & Clacks environmental fund	-	309	309	-
Awards For All	-	-	-	3,940
Greenhouse .com grant		5,000	5,000	-
Donations	28		28	30
	28	6,809	6,837	3,970
5. Cost of Charitable Activities				
Youth Theatre	-	2,165	2,165	1,578
Open Day	-	-	-	78
Postage and Stationery	15	-	15	4
Room Hire	184	-	184	34
Subscriptions	-	-	-	10
Parkdyke Path – Legal Fees	-	1,080	1,080	-
Centre Play Area – Landscapers Fee	-	3,000	3,000	-
Insurance		265	265	-
Timber, wooden pegs		179	179	-
Roadstone, Sand and Cement		282	282	-
	199	6,971	7,170	1,704

Notes to the Financial Statements
For the year ended 31st March 2013

	Unrestricted Funds	Restricted Funds	Total 2013	Total 2012
6 Creditors (Payable within one year)				
Tutor's Fees	-	-	-	600
Other Creditors	120	-	120	-
	120		120	600
7 Governance Costs				
Independent Examiner's Fee	120	-	120	90
AGM	-	-	-	78
	120	-	120	168

8 Lease

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:-

	2013	2012
Within 12 Months	0.01	0.01
After 12 Months	0.24	0.25

9 Movement between Funds

	Balance 01/04/12	Incoming Resources	Outgoing Resources	Transfers	Balance 31/03/13
Unrestricted Funds					
General Fund	348	28	319	2,200	2,257
Restricted Funds					
Youth Theatre Group	2,362		2,165	(197)	-
Parkdyke Path		1,809	1,806	(3)	-
Centre Play Area		5,000	3,000	(2000)	-
	2,362	6,809	6,971	(2,200)	-
Total Funds	2,710	6,837	7,290	-	2,257

Transfers

£197 was transferred from the Youth Theatre Group Fund to the General Fund as surplus at the end of the project.

£3 was transferred from the Parkdyke Path fund to the General Fund as per funders permission as surplus at the end of the project.

£2,000 was transferred from the Centre Play Area fund to the General Fund as per funders permission as surplus to original costs

Purposes of Restricted Funds

Youth Theatre Group – Funding for activities for Youth Theatre

Parkdyke Path – Funding for the purchase of materials to make the path suitable for walking.

Centre Play Area – funding for the purchase of materials to upgrade this outdoor area to be used by the local community playgroup.