

CAMBUSBARRON COMMUNITY DEVELOPMENT TRUST

A Scottish Charitable Incorporated Organisation (SCIO)

Annual Report & Financial Statements

For the year ended

31 March 2021



ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees are pleased to present their report and financial statements together with the independent examiner's report for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	Cambusbarron Community Development Trust	
Charity Number	SC041449	
Principal Address	58 Gillies Hill Cambusbarron Stirling FK7 9PQ	
Website Address	www.ccdt.org.uk	
Current Trustees	Douglas Todd	Chair
	Ann Finlayson	Secretary
	Richard Norman	Treasurer
	Jennifer Fraser	
	Gillian Ross	Appointed 31 August 2021
	Russell Gill	
	Jain Bain	
	Jim O'Connor	Appointed 31 August 2021
	Aldo Hunter	
	Ross Johnston	Appointed 31 August 2021
	Steven McKenzie	Appointed 31 August 2021
Other Trustees who served during the year		
	Emma King	Resigned 31 August 2021
	Lesley Campbell	Resigned 31 August 2021
Independent Examiner	Anne Knox Stirlingshire Voluntary Enterprise Cameron House Forthside Way KY12 8YB	

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The charity is a Scottish Charitable Incorporated Organisations (SCIO) governed by its constitution effective from 9th March 2017. It successfully converted from a company limited by guarantee on 19th May 2017.

Appointment of Trustees

The Board of Trustees consists of a minimum of three and a maximum of twelve members elected by the Members of the charity at the AGM. No more than four of these trustees can be co-opted non-members appointed by the board at any time. The Trustees may appoint any other member to be a charity trustee at any time.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Induction and training of trustees

The trustees when elected are provided with a copy of the constitution and other relevant documents and provided with training on their roles and responsibilities of being a trustee of the charity. The trustees are also encouraged to take other training opportunities to enforce their understanding of what is required of them within this role.

Organisational Structure

The Board, which is responsible for the day to day management of the charity, normally meets around 12 times per year.

Risk Assessment

Principal risks

The trustees regularly review the risks to which the charity is exposed but consider that CCDT has policies and procedures in place that mitigate any risk. They do not consider that there are any substantial risks beyond the liabilities disclosed in the financial statements. The charity holds employers, public liability and professional indemnity insurance policies which are reviewed on an annual basis.

OBJECTS & ACTIVITIES

The objects of the charity are:

- To advance environmental protection or improvement including preservation, sustainable development and conservation of the natural environment, the maintenance, improvement or provision of environmental amenities for the Community and/or the preservation of buildings or sites of architectural, historic or other importance to the Community;
- To provide or assist in providing facilities for recreation and other leisure time activity, which will be available to members of the Community and public at large with the object of improving the conditions of life of the Community;
- To advance the education of the Community about its environment, culture, heritage and/or history;
- To manage community land and facilities for the benefit of the Community and the public in general;
- To advance community development within the Community.

ACHIEVEMENTS & PERFORMANCE

As we have moved into our first year as land owners we also employed our first community forest manager. Amos is employed for 2 days per week and we have been working to use our grant funding from the Scottish Land Fund to purchase equipment to support his work and begin the job of managing the woodland.

The Community Woodland has been vital to the local community during the lockdown of the COVID-19 pandemic as a release for local people so that they can get out of the house and enjoy the fresh air on their doorstep. Although there have been restrictions on groups getting together for much of the year, there has never been an issue with people getting out and enjoying walking on their own or in family groups.

Our Strategic Woodland plan has helped focus our thoughts on development although progress has been slow due to the pandemic restrictions. We are forming groups to develop the paths, manage areas of the woodland and restore the walled garden.

We have an ambition to begin raising funds by cutting and selling firewood and this process has begun albeit in a small way. We hope to expand this capacity as we develop our infrastructure in the woodland.

We have also worked to produce a welcome pack which we now have available to distribute to new residents and are working with local shops and businesses to fill this pack with information about local services.

One of our trustees retired and we have had two more appointed and welcome Dougie Todd and Aldo Hunter who were elected through the year.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Overview

Income for this year was £35,281 (2020: £454,566: Restated)). The charity received funding from the Scottish Land Fund Trust £14,750, Foundation Scotland £10,000, Keep Scotland Beautiful Climate Asset Fund £7,648 and two Stirling Council's Community Pride grants. The expenditure for the year was £28,797 (200: £449,414: Restated) with the charity continuing to progress with the Woodlands for All project and the caring and sensitive development of for area known as Gillies Hill. The trust were successful in recruiting a woodland's manager and with his guidance purchases of further fixed assets including a compost toilet, polytunnel, a variety of power tools and resources for the outdoor classroom.

Fund Raising

Donated Facilities & Services

CCDT thanks go to all of the trustees and volunteers for their time and efforts without which the charity could not undertake its activities.

Investment Policy

The Trustees are aware of their responsibilities for safeguarding the charity's assets. They regularly consider the political, economic, legal and environmental factors than can affect funds and savings. The Trustees have a duty to seek out suitable sources of income generation. The Trustees also consider that it is prudent to accumulate funds for reserves to meet their legal requirements for employees and creditors. They also realise that this has to be balanced by ensuring that there are enough funds readily available to carry out the charity's aims. The Trustees have the power to invest funds in the best interest of the charity. To meet these ends the Trustees have invested in land known locally as Gillies Hill. The Trustees believe that the current investment has a suitable risk and reward profile that meets the investment criteria and risk appetite of the charity.

Reserves Policy

In line with their governance and financial strategy the trustees have reviewed the reserves that are to be held at the end of this financial and future years to ensure continuity of the charity. The trustees have also considered the impact of COVID-19 on the organisation's finances including the possibility of time delays of receipt of funding and the loss of any investment income. Within this in mind the trustees have agreed that reserves will be calculated on predicted 'baseline expenditure' which would include, insurance, memberships and an allowance for reasonably predicted expenditure to maintain our assets in a safe condition. Based on the expenditure within this financial year this amounts to £3,100. The reserves at the end of the year £1,433 (2020: £1,424: Re-stated). This is presently below the present target which the trustees aspire to and they continue to source other avenues of funding as appropriate.

FUTURE PLANS

Within the next year, the Trustees will be continuing our work on the review of the charity's existing policies including but not limited to:

- Trustee Code of Conduct
- Conflict of interest policy with a register.
- Finance policy review and adoption

APPROVAL

This report was approved by the trustees on 21 December 2021 and signed on their behalf by:

Richard Norman
Treasurer

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of Cambusbarron Community Development Trust

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 7 to 12.

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.

Anne Knox, FCIE

Stirlingshire Voluntary Enterprise Ltd
Cameron House
Forthside Way
Stirling
FK8 1QZ
21 December 2021

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 MARCH 2021

				Re-Styled
	Note	Unrestricted Funds	Restricted Funds	Total
				2021
				2020
		£	£	£
				£
Receipts				
Donations		1,053	-	1,053
Grants	5	-	34,188	34,188
Fund Raising		40	-	40
		1,093	34,188	35,281
				454,566
Payments				
Fund Raising Costs		-	-	-
Charitable Activities	6	646	18,281	18,927
Governance Costs				
Accounts Preparation		300	-	300
Independent Examination		120	-	120
Trustee Meetings		-	-	-
Trustee Expenses		-	-	-
		1,066	18,281	19,347
Purchase of Fixed Assets				
Woodlands For All		-	-	-
Other		-	9,450	9,450
		1,066	27,731	28,797
				449,414
Net movement in funds		27	6,457	6,484
Transfers between funds		-	-	-
Surplus/(Deficit) for year		27	6,457	6,484
				5,152

The Notes on pages 9 to 12 form an integral part of these accounts.

STATEMENT OF BALANCES

AS AT 31 MARCH 2021

				Re-stated
	Unrestricted	Restricted	Total	Total
Note	Funds	Funds	2021	2020
Funds Reconciliation	£	£	£	£
Balance as at 01 April 2020	1,424	19,035	20,459	15,307
Surplus/(Deficit) for year	27	6,457	6,484	5,152
Balance as at 31 March 2021	7 1,451	25,492	26,943	20,459
Bank & Cash Balances				
Cash in Main Bank Account	1,208	25,492	26,700	20,459
Cash in Donations Bank Account	243	-	243	-
	7 1,451	25,492	26,943	20,459
Other Assets				
Woodlands			443,038	443,038
Power Tools			2,974	-
Saw Bench			1,055	-
Composting Toilet			1,750	-
Polytunnel			966	-
			449,783	443,038
Liabilities				
Independent Examination	420	-	420	420
	-	-	-	-
	420	-	420	420

The Notes on pages 9 to 12 form an integral part of these accounts.

These accounts were approved by the trustees on 21 December 2021 and signed on their behalf by:

Richard Norman

Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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)

This is a change of accounting policy as compared to the previous period which were prepared using The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Charities SORP (FRS 102) 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 01 January 2015).

Comparative Figures; Due to the income level within this financial year, and as permitted within the Charities Accounts (Scotland) Regulations 2006, the charity trustees made the decision to revert back to the Receipt and Payment Format. The comparative figures have been re-stated where appropriate.

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) The purposes of the funds are shown in Note 8.

3. Taxation

- (a) The charity is not liable to corporation tax or capital gains tax on its charitable activities.
- (b) As the Charity is unable to recover VAT, all expenditure is stated inclusive of VAT where

4. Transactions with trustees and related parties

- (a) No remuneration was paid to trustees or any persons connected with them during the year or the previous year.
- (b) No expenses were reimbursed to the trustees during the year or the previous year.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

5. Grants received

	Unrestricted	Restricted	Total	Re-stated Total
	Funds	Funds	2021	2020
	£	£	£	£
Scottish Land Fund Trust	-	14,750	14,750	411,000
Stirling Council Community Pride	-	1,390	1,390	1,905
Foundation Scotland	-	10,000	10,000	36,000
Keep Scotland Beautiful	-	7,648	7,648	-
Cambusbarron Community Council	-	400	400	-
	-	34,188	34,188	448,905

6. Cost of Charitable Activities

	Unrestricted	Restricted	Total	Re-stated Total
	Funds	Funds	2021	2020
	£	£	£	£
Salaries	-	8,783	8,783	-
Telephone and Broadband	183	27	210	182
Postage, Printing and Stationery	26	1,286	1,312	22
Pathwork on Gilles Hill	-	-	-	2,316
Defibrillator Project	-	-	-	1,491
Pubs and Subs	201	-	201	110
Recruitment	-	-	-	328
Bank Charges	-	-	-	25
Insurance	-	668	668	472
Community Events	-	-	-	512
Health and Safety	-	1,326	1,326	-
Woodland Expenses	11	5,547	5,558	-
Outdoor Classroom	-	644	644	-
Professional Fees	225	-	225	-
Sundries	-	-	-	70
	646	18,281	18,927	5,528

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

7. Movements in Funds

	Re-stated				
	As at				As at
	31/03/2020	Receipts	Payments	Transfers	31/03/2021
	£	£	£	£	£
<u>Unrestricted Funds</u>					
General Fund	1,424	1,093	(1,066)	-	1,451
<u>Restricted Funds</u>					
Outdoor classroom equipment	646	-	(646)	-	-
Popular Institute defibrillator grant	693	-	(76)	(124)	493
SLF03 Scottish Land Fund	16,297	15,150	(16,156)	-	15,291
Cambusbarron Community Fund	94	10,000	(1,075)	-	9,019
Welcome Pack Fund	1,305	-	(1,074)	-	231
Walled Garden Development	-	7,648	(7,468)	-	180
Container and Publicity Fund	-	590	(714)	124	-
CPF10 -Woodland expenses	-	800	(292)	-	508
Gillies Hill Woodland restoration	-	-	(230)	-	(230)
	19,035	34,188	(27,731)	-	25,492
Total Funds	20,459	35,281	(28,797)	-	26,943

8. Purpose of Funds

General fund	Unrestricted funds that can be expended at the discretion of the trustees in furtherance of the objects of the charity.
SLF03 Scottish Land Fund	Scottish Land Fund grant for revenue to pay for development of the woods and employment of community woodland manager
Outdoor Classroom Fund	Funds from foundation Scotland to provide equipment for a small area of the woodland to support outdoor learning. These funds have now been fully depleted.
Popular Institute Defibrillator Fund	Grant to support the purchase, training and upkeep of public access defibrillator.
Welcome Pack Fund	Community Pride Fund to develop a welcome pack for people moving into the village.
Community Pride 7	Restricted monies received from Stirling Council Community Pride fund towards the cost of a community ceilidh.
Walled Garden Development	Community Climate Asset Fund grant for equipment to help develop the walled garden within our community woodland
Container and Publicity Fund	Community Pride Fund to pay for development work on our storage container and also publicise the defibrillator
CPF10 – Woodland Expenses	Community Pride Fund to contribute to costs of woodland expenses

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

Cambusbarron Community Fund First of 3 annual grants of £10000 for business development (not wages)

CSET Grant from Clackmannanshire and Stirling Environment Trust to 50% fund work to restore the Gillies Hill Woodland. Money is claimed retrospectively.

9. Transfer between funds

£124 was transferred from the Defibrillator Fund to Community Pride 9 fund to cover the costs not provided by the fund.

10. Contingent Funds

Following onsite visits by Scottish Forestry inspectors in October, CCDT has on 1st November 2021 received a Scottish Plant Health Notice (SPHN) from Scottish Forestry. Due to an infection of phytophthora ramorum we have a requirement to fell Larch Trees over an area of some 21 hectares by the 28th February 2022. We have decided to achieve this by conducting a standing sale of the timber involved. Our total woodland is 64 hectares so this is a significant portion of the wood and represents the sale of this part of the asset. As we are not selling the land, although we may have income from this sale, this will not affect the overall value of the asset.