

CAMBUSBARRON COMMUNITY DEVELOPMENT TRUST

Annual Report & Financial Statements

For the year ended

31 March 2022



ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

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TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The trustees are pleased to present their report and financial statements together with the independent examiner's report for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	Cambusbarron Community Development Trust	
Charity Number	SC041449	
Principal Address	58 Gillies Hill, Cambusbarron, Stirling, FK7 9PQ	
Website Address	ccdt.org.uk	
Current Trustees	Richard Norman	Treasurer
	Ann Finlayson	Secretary
	Jennifer Fraser	Chair
	Jane Bain	
	Douglas Todd	
	Allan Hunter	
	Ross Johnston	
	Gillian Ross	
	Stewart Lennon	Appointed 21st Feb 2022
	Jade Hopper	Appointed 23rd August 2022
	Richard Blore	Appointed 23rd August 2022
Other Trustees who served during the year		
	Jim O'Connor	Resigned 4th April 2022
	Steven McKenzie	Resigned 10th May 2022
	Graham Brown	Resigned 23rd August 2021
Independent Examiner	Anne Knox	
	16 Comely Bank Ave	
	Edinburgh	
	EH4 1EL	

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 2022

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

The main activity for this year was the woodlands upkeep. The charity was served A Statutory Plant Health Notice (SPHN) by Scottish Forestry following evidence of Phytophthora ramorum in the woodland. Two areas of infection were found and all larch trees within 250m radius had to be felled in accordance with the SPHN. Whilst this was obviously a blow, we were able to clear the area and sell the logs from the felling process which enabled to reduce the overall cost of the statutory demand. The main reason for selling the wood was to fund the felling process which we could otherwise not afford. The trust entered into a standing sale agreement with a forestry contractor and in this way we were not liable for the upfront costs of felling, benefited from the contractors expertise in managing the process, and was paid an agreed rate per tonne for the felled wood.

Financial review

Overview

Income this year was £21,275 (2021: £35,281). The charity received a business support grant from Foundation Scotland (£10,000) and another smaller sum towards Christmas lights. Stirling Good Food for All fund granted £4,375 and another 2 smaller grants from Stirling Councils Community Pride Fund. The expenditure for the year was £36,907 (2021: 28,797) with the charity continuing to progress with the Woodlands for All project, including the Larch trees felling, and the caring and sensitive development of the area known as Gillies Hill

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2022

Fund Raising

The charity signed up for the Stirling Community Lottery and within this year received unrestricted income of £48 and this looks to be a regular source of income for the future.

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 are agreed that reserves are an important part of the financial sustainability of the charity. The reserves at the end of the year are £Nil (2021: £1,433). This is presently below the target which the trustees aspire to of at least three months annual expenditure. With this in mind the trustees are presently reviewing the policy and further clarification will provided in the next financial year.

FUTURE PLANS

Within the next year, the Trustees will be continuing our work and in particular the work on the development of the woodland area, including but not restricted to restoration and investment in the woodland and on project planning to spend this. There may also be opportunities to use timber, which was not economical for RTS to remove, and this is a further opportunity for us.

APPROVAL

This report was approved by the trustees on 19 December 2022 and signed on their behalf by:

Jennifer Fraser
Chair

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2022

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 2022, 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
16 Comely Bank Ave
Edinburgh
EH4 1EL
19 December 2022

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
Receipts		£	£	£	£
Donations		1,472	-	1,472	1,053
Grants	5	-	18,803	18,803	34,188
Fund Raising		-	-	-	40
Woodland Base		1,000	-	1,000	-
		<u>2,472</u>	<u>18,803</u>	<u>21,275</u>	<u>35,281</u>
Payments					
Charitable Activities	6	4,225	28,927	33,152	18,927
Governance Costs					
Accounts Preparation		300	-	300	300
Independent Examination		120	-	120	120
		<u>4,645</u>	<u>28,927</u>	<u>33,572</u>	<u>19,347</u>
Purchase of Fixed Assets		-	3,335	3,335	9,450
		<u>4,645</u>	<u>32,262</u>	<u>36,907</u>	<u>28,797</u>
Net movement in funds		(2,173)	(13,459)	(15,632)	6,484
Transfers between funds		-	-	-	-
Surplus/(Deficit) for year		<u>(2,173)</u>	<u>(13,459)</u>	<u>(15,632)</u>	<u>6,484</u>

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

STATEMENT OF BALANCES

AS AT 31 MARCH 2022

	Unrestricted	Restricted	Total	Total
Note	Funds	Funds	2022	2021
Funds Reconciliation				
	£	£	£	£
Balance as at 01 April 2021	1,451	25,492	26,943	20,459
Surplus/(Deficit) for year	(2,173)	(13,459)	(15,632)	6,484
Balance as at 31 March 2022	7 (722)	12,033	11,311	26,943
Bank & Cash Balances				
Cash at Bank	(1,170)	22,033	20,863	26,700
Cash in Donations Bank Account	448	-	448	243
Contractual Bond	-	(10,000)	(10,000)	-
	7 (722)	12,033	11,311	26,943
Other Assets				
Woodlands			443,038	443,038
Power tools			2,379	2,974
Saw bench			844	1,055
Composting toilet			1,400	1,750
Polytunnel			-	966
Rotovator			180	-
Recycled Shipping Container			2,000	-
			449,841	449,783
Liabilities				
Independent Examination	350	-	350	420
RST bond	10,000	-	10,000	-

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

These accounts were approved by the trustees on 19 December 2022 and signed on their behalf by:

Richard Norman

Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

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) 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) 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 or expenses were paid to trustees or any persons connected with them during the year (2021: £Nil).
- (b) The charity's insurance policy includes trustee indemnity insurance cover for all of its trustees.

5. Grant Income

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Scottish Land Fund Trust	-	-	-	14,750
Stirling Council Community Pride	-	1,175	1,175	1,390
Stirling Good Food for All	-	4,375	4,375	-
Foundation Scotland	-	10,000	10,000	10,000
Foundation Scotland - Christmas Lights	-	1,216	1,216	-
Paths for All	-	1,100	1,100	-
Clacks and Stirling Environmental Trust	-	937	937	-
Keep Scotland Beautiful	-	-	-	7,648
Cambubarron Community Council	-	-	-	400
	-	18,803	18,803	34,188

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

6. Cost of charitable activities

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
Salaries	-	10,892	10,892	8,783
Telephone & Broadband	116	54	170	210
Postage, Printing & Stationery	-	-	-	1,312
Pubs & Subs	95	-	95	201
Insurance	891	-	891	668
Health & Safety	-	-	-	1,326
Woodland expenses	2,712	16,017	18,729	5,558
Outdoor classroom	-	-	-	644
Professional fees	-	-	-	225
Advertising / Promotion	50	-	50	-
Admin expenses	224	10	234	-
training	60	1,764	1,824	-
Travel & expenses	77	190	267	-
	4,225	28,927	33,152	18,927

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

7. Movement in Funds

	As at 31/03/2021	Receipts	Payments	Transfers	As at 31/03/2022
	£	£	£	£	£
<u>Unrestricted Funds</u>					
General Fund _CCDT_CCDT_Donations	1,451	2,472	(4,645)	-	(722)
<u>Restricted Funds</u>					
P101_Popular Institute Defibrillator	493	-	-	-	493
SLF03 Scottish Land Fund	15,291	-	(12,793)	-	2,498
CCF01_Cambusbarron Community Fund	9,019	-	(9,019)	-	-
CP06_Welcome Pack Fund	231	-	-	-	231
CCAF01_Walled garden development	180	-	(180)	-	-
CPF10 - Woodland expenses	508	-	(476)	-	32
CSET01_Gillies Hill Woodland restoration	(230)	937	(2,832)	-	(2,125)
CCF02_Cambusbarron Community Fund	-	10,000	(4,541)	-	5,459
CPF11_Community Pride - Tools	-	650	(300)	-	350
CPF12_Woodland interpretation board	-	525	(520)	-	5
FS04_Christmas Lights Fund	-	1,216	(1,106)	-	110
GFFA01_Stirling Good Food For All	-	4,375	-	-	4,375
PB101_Place Based Investment Prog	-	-	(495)	-	(495)
PFA01_Paths for All - Woodland Development	-	1,100	-	-	1,100
	25,492	18,803	(32,262)	-	12,033
Total Funds	26,943	21,275	(36,907)	-	11,311

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

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.

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 2022

Cambusbarron Community Fund Second of 3 annual grants of £10,000 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.

Stirling Good Food For All – monies received from Stirling council towards the costs of the Walled Garden Development

Place Based Investment Programme – monies received towards the costs of the Walled Garden Development

Christmas Lights Fund - monies received from Foundations Scotland towards the costs of the purchase of Christmas Lights.