

CAMBUSBARRON COMMUNITY DEVELOPMENT TRUST

Annual Report & Financial Statements

For the year ended

31 March 2023



ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The trustees are pleased to present their report and financial statements together with the independent examiner's report for the year ended 31 March 2023.

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	Jennifer Fraser	Chair
	Ann Finlayson	Secretary
	Richard Norman	Treasurer
	Jane Bain	
	Allan Hunter	
	Ross Johnston	
	Gillian Ross	
	Stewart Lennon	
	Jade Hooper	Appointed 23 August 2022
	Richard Blore	Appointed 23 August 2022
Other Trustees who served during the year		
	Douglas Todd	Retired 20 March 2023
	Russell Gill	Retired 23 August 2023
	Jim O'Connoer	Retired 4 April 2022
	Steven McKenzie	Retired 10 May 2022
Independent Examiner	Anne Knox	
	Forthside Way	
	Stirling	
	FK8 1QZ	

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

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appointed by the board at any time. The Trustees may appoint any other member to be a charity trustee at any time.

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

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 our woodland continued to recover from the felling imposed on us by the Statutory Plant Health Notice (SPHN) we progressed a number of projects to improve and develop our woodland:

- Residential boundary area felling completed
- Lily pond and castle pond areas cleared of invasive species and opened up for access,
- Invasive specific identification and control plans being developed,
- Polmaise Castle & Gardens maintenance and continuing to uncover its history,
- Continued clearance and development of the walled garden. We have begun our first harvest of produce contributing to the community larder (produce available at the Community Centre),
- Firewood processing and sale to local residents,
- Memorial benches manufacture and installation,
- Tree safety work,
- New signs, accessible path route and drainage improvements.
- Educational events for groups and families

The tree planting has taken place at the residential boundary area. This is the first significant planting that has happened in Gillies Hill in over 50 years with over 300 trees planted by a team of volunteers, same as young as 3 years old.

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FOR THE YEAR ENDED 31 MARCH 2023

Outside the woodland we have continued to maintain the public access defibrillator at the community centre.

FINANCIAL REVIEW

Overview

The silver lining of losing some of the trees is that through the compensation we now have an increase in unrestricted funds which allows the trustees to be able to budget in a more sustainable way and to further develop and undertake the work of the charity.

Fund Raising

The charity signed up for the Stirling Community Lottery and within this year received unrestricted income of £587 (2022: £48) and this continues to be a regular source of income.

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 that 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 essentially the funds that a charity may set aside to ensure financial stability, to cover unexpected expenses and for the charity to achieve its objectives over the long term. Due to the present financial climate and the competitive nature of attracting funding the trustees have set a target of a between nine to twelve months running costs to be set aside as reserves, using this year's essential expenditure as a benchmark this amounts to £5,000. At the end of this financial year the reserves are £55,515 (2022: £Nil) and the extra funds will be used to continue the work of the charity.

FUTURE PLANS

The trustees are presently revisiting their business plan and have a number of ideas that they wish to be able to take forward including continuing the work on the replanting and managing of the woodland

APPROVAL

This report was approved by the trustees on 22nd August 2023 and signed on their behalf by:

Jennifer Fraser

Chair

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 31 MARCH 2023

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 2023, 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

Cameron House

Forthside Way

Stirling

FK8 1QZ

22nd August 2023

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
Receipts		£	£	£	£
Donations	6	1,010	100	1,110	1,472
Grants	5	-	44,351	44,351	18,803
Fund Raising		395	-	395	-
Sale of firewood		4,909	-	4,909	-
Woodland Base		-	-	-	1,000
Other Charitable Activities		-	-	-	-
		6,314	44,451	50,765	21,275
Sale of Fixed Assets- Container		462	3,000	3,462	-
Sale of Fixed Assets- Larch felling		61,236	-	61,236	-
		68,012	47,451	115,463	21,275
Payments					
Fund Raising Costs		387	-	387	-
Charitable Activities	7	11,021	35,226	46,247	33,152
Governance Costs		-	-	-	-
Independent Examination		350	-	350	420
Purchase of Fixed Assets		-	2,122	2,122	3,335
		11,758	37,348	49,106	36,907
T/Fer between funds		(17)	17	-	-
Surplus/(Deficit) for year		56,237	10,120	66,357	(15,632)

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

STATEMENT OF BALANCES

AS AT 31 MARCH 2023

	Unrestricted	Restricted	Total	Total
Note	Funds	Funds	2023	2022
Funds Reconciliation	£	£	£	£
Balance as at 01 April 2022	(722)	12,033	11,311	26,943
Surplus/(Deficit) for year	56,237	10,120	66,357	(15,632)
Balance as at 31 March 2023	8 55,515	22,153	77,668	11,311
Bank & Cash Balances				
Cash at Bank	65,067	22,153	87,220	20,863
Cash in Donations Bank Account	448	-	448	448
Contractual Bond	(10,000)	-	(10,000)	(10,000)
	55,515	22,153	77,668	11,311
Other Assets				
Woodlands			443,038	443,038
Storage Container 2022			-	2,000
Storage Container 2023			2,422	-
Power tools			1,784	2,379
Saw bench			493	844
Rotovator			-	180
Composting toilet			1,005	1,400
			448,742	449,841
Liabilities				
Governance fees			350	350
RST bond			10,000	10,000
			10,350	10,350

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

These accounts were approved by the trustees on 22nd August 2023 and signed on their behalf by:

Jennifer Fraser
Chair

Richard Norman
Treasurer

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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 9.

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 this year or the previous year.

5. Grant income

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Stirling Council Community Pride	-	-	-	1,175
Stirling Good Food for All	-	6,000	6,000	4,375
Foundation Scotland	-	10,000	10,000	10,000
Foundation Scotland -Christmas lights	-	-	-	1,216
Paths for All	-	-	-	1,100
Clacks and Stirling Enviromental Trust	-	6,263	6,263	937
Place Based Investment Programme	-	14,970	14,970	-
Popular Institute	-	500	500	-
Stirling Council Community CO01	-	1,400	1,400	-
Stirling Council Community Pride 13	-	500	500	-
Stirling Council Community Pride 14	-	200	200	-
Mushroom Trust	-	2,150	2,150	-
Scottish Government	-	2,368	2,368	-
	-	44,351	44,351	18,803

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

6. Donations

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Memorial Bench	400	-	400	-
Stirling Lottery	587	-	587	-
Other	23	-	23	1,472
Castle Gardens Work	-	100	100	-
	1,010	100	1,110	1,472

7. Cost of charitable activities

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Salaries	-	972	972	10,892
Telephone and Broadband	269	-	269	170
Pubs and Subs	120	-	120	95
Insurance	877	-	877	891
Woodland expenses	6,458	27,399	33,857	18,729
Advertising Promotion	125	231	356	50
Admin expenses	877	-	877	234
Training	-	-	-	1,824
Travel & expenses	-	-	-	267
Castle gardens	45	400	445	-
Defibrillator maintenance	-	107	107	-
Memorial benches	-	112	112	-
Walled garden expenses	2,250	6,005	8,255	-
	11,021	35,226	46,247	33,152

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

8. Movements in Funds

	As at 31/03/2022	Receipts	Payments	Transfers	As at 31/03/2023
	£	£	£	£	£
<u>Unrestricted Funds</u>					
General Fund	(722)	68,012	(11,758)	(17)	55,515
<u>Restricted Funds</u>					
Donations - Castle gardens	-	100	(100)	-	-
P-101_ Populare Institute -defibrillator Fund	493	-	(107)	-	386
SLF-03 - Scottish Land Fund	2,498	-	(2,498)	-	-
CPF06 - Welcome Pack Fund	231	-	(231)	-	-
CPF10 - Woodland Expenses	32	-	(32)	-	-
CSET01-Gilles Hill Restoration Fund	(2,125)	6,263	(4,138)	-	-
CCF02- Cambusbarron Community Fund	5,459	3,000	(4,950)	(3,509)	-
CCF03- Cambusbarron Community Fund	-	10,000	(2,422)	3,509	11,087
CPF11 - Community Pride Tools	350	-	(367)	17	-
CPF12- Woodland Interpretation Board	5	-	(5)	-	-
FS04-Christmas Lights	110	-	(110)	-	-
GFFA-01 - Stirling Food for All	4,375	-	(4,375)	-	-
PB101-Places Based Investment Prog	(495)	14,970	(11,893)	-	2,582
PFA-01 Paths for All - Woodland Dev	1,100	-	(780)	-	320
GFFA-02 - Stirling Food for All	-	6,000	(1,814)	-	4,186
MT01 - Mushroom Trust - Woodlands	-	2,150	(2,100)	-	50
Woodlands Association WIAT01	-	2,368	(1,200)	-	1,168
PI02 Populare Institute	-	500	-	-	500
CO01 Stirling Council	-	1,400	(26)	-	1,374
CPF13 - Stirling Council	-	500	-	-	500
CPF14 - Stirling Council	-	200	(200)	-	-
	12,033	47,451	(37,348)	17	22,153
Total Funds	11,311	115,463	(49,106)	-	77,668

9. 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

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

CP06 - Welcome Pack Fund	Community Pride Fund to develop a welcome pack for people moving into the village.
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
Christmas Lights Fund	monies received from Foundations Scotland towards the costs of the purchase of Christmas Lights.
Place Based Investment Programme	monies received towards the costs of the Walled Garden Development
Cambusbarron Community Fund	Second of 3 annual grants of £10,000 for business development (not wages)
Paths for All – Woodland Dev	monies received from Paths for All for Woodland Development
Mushroom Trust fund	monies received towards the costs of the woodland development
Community Pride Fund 13	monies received towards the cost of the community ceillidh
Community Pride Fund 14	

10. Transfer between funds

£3,509 was transferred from the CCF02 to the CCF03 fund which is an administrative transfer to assist in the monitoring of the annual grants received from Foundation Scotland

£17 was transferred from the General Fund to the Community Pride 11 fund to meet the costs not covered by the original grant.