GARGUNNOCK COMMUNITY TRUST LTD

(A company limited by guarantee)

Annual Report & Financial Statements

For the year ended

30 June 2016



ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2016

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FOR THE YEAR ENDED 30 JUNE 2016

The trustees, who are the directors of the company for the purposes of company law, are pleased to present their report and financial statements together with the independent examiner's report for the year ended 30 June 2016.

OBJECTS & ACTIVITIES

The objects of GARGUNNOCK COMMUNITY TRUST LTD are:

To provide, in the interests of social welfare, facilities for recreation and other leisure time activity available to the public at large within the village of Gargunnock and the surrounding landward area so far as lying within the boundaries of the Gargunnock Community Council ("the Operating Area") with a view to improving their conditions of life:-

To advance education and to promote training programmes and opportunities for the benefit of the residents of the Gargunnock particularly among young people and the unemployed

To promote and/or preserve the environment for the benefit of the general public;

To promote, establish and operate other schemes of a charitable nature for the benefit of the community within the village of Gargunnock.

The main activity to achieve the above aims is through the provision of leisure, social and educational activities within Gargunnock Community Hall

ACHIEVEMENTS & PERFORMANCE

The Bugle

The Bugle was set up by Gargunnock Community Trust Ltd to ensure there was a mechanism for everyone in Gargunnock to communicate with each other about issues, events and those things that make the people of Gargunnock smile.

Our first issue went out at the beginning of 2009 and is distributed free of charge to 350 homes in and around Gargunnock and emailed on to many more who have since moved on from the village but want to keep in touch with village life. Each issue eventually finds its way to friends and family as far afield as New Zealand, Australia, Canada and America.

We choose to call our village newsletter The Bugle as The Bugle and the Drum are steeped in the historic symbols of the village. They were purchased back in 1775 from the profits of an annual horse race after a public meeting decided to appoint a drummer to announce the hours of 5am and 9pm, as there was a lack of clocks in the village. The drum was used for dry days and the bugle for when it was wet.

The success of the Bugle is down to the people of Gargunnock feeling ownership for their village newsletter, they are always very keen to pass on:

- updates on the many clubs in the village;
- articles supporting fundraising; and
- stories on local village history.

Each issue also has an update from:

- the pupils at Gargunnock Primary School;
- Community Council news
- Community Centre news
- Community Trust news
- Church news

Every June we have a bumper edition after our Gala where you can find many photographs and stories of this annual village event. Other annual events we report on are the Gargunnock Flower Show and our village Christmas card. Each year rather than sending Christmas cards to neighbours, money is donated to the charity The first edition of the Bugle each year lists the names of all those who donated to the village Christmas card.

FOR THE YEAR ENDED 30 JUNE 2016

The Bugle continues to grow from strength to strength, it never seems to be short of articles to fill its pages and is welcomed by all in the village.

Bite & Blether

This successful venture has grown from strength to strength in the time it has been running. Twice a month a tea room runs from the centre providing home-made soup and bread as well as teas, coffees and home baking. Sessions are now eagerly anticipated and enjoyed by a wide variety of people from within and indeed outwith the community and provide a welcome opportunity to socialise within the village. Over the last year £1,755 has been raised by the Bite & Blether team.

Community Centre

Activities within the Community Centre

The community centre usage has continued to increase with a wide range of activities based within the community. Toddlers, after school club, guides and brownies are a few of the groups that are working with the young people within the area. Private events, including funerals and birthday parties have been located here as well as polling station for elections. There are two offices in the centre and these have now been rented to local businesses. The increased usage and office leases has provided income to assist in the further improvement of the facility.

Land at the Glebe, Gargunnock

About twenty years ago, land at the Glebe in the village was gifted to the community. Unfortunately, the organisation that took on responsibility for this land was no longer active so the Community Trust has been in negotiations with a view to the transfer of ownership and the possibility of carrying out some improvements in the area. We are close to completing the transfer and hope to conclude the issue early next year.

Wind Farm, Community Benefit

After a long drawn out process it looks like the negotiations regarding the Community Benefit from the Wind Farm on the Gargunnock Hills are coming to a final conclusion and we anticipate the community benefit will begin to flow early next year.

FINANCIAL REVIEW

The total income for the year was £15,720 (2015: £17,401) with the main income continuing to be from the hall hire and rent. Stirling Council have provided two grants towards the running costs which totalled £2,000 (2015: £1,500) The total expenditure on the general fund was £14,992 (2015: £18,395) with the main expenditure being towards the upkeep of the community centre.

Donated facilities and services

Volunteers

Volunteers have provided assistance in the continuing development of our work and the Trustees, who themselves are volunteers, very much appreciate the valuable contribution our volunteers make.

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 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 a property which produces a regular income to increase the current reserves. 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.

Principal risks

The trustees regularly review the risks to which the charity is exposed. They do not consider that there are any substantial risks beyond the liabilities disclosed in the financial statements. The charity has no employees. It holds both public liability and professional indemnity insurance policies.

FOR THE YEAR ENDED 30 JUNE 2016

Reserves policy

The Board believe it should hold around £12,000 in reserves to meet its commitment to contractors, and other creditors, should the Trust have to dissolve for any reason. The reserves at the period end were £18,430 (2015: £17,702). Whilst this is higher than the target level, funds will be required during the coming year for the development and implementation of Gargunnock Community Trust's strategic plan in particular for the investigation of proposal to upgrade the drop-in centre building and also the continuing upkeep and development of the centre.

The board remain committed to ensuring the financial security of the charity and believe that the reserves target remains appropriate for an organisation of Gargunnock Community Trust Ltd's size. In addition to the General reserves noted above, Gargunnock Community Trust Ltd owns an investment property with fair value of £250,000 which could be utilised in the event of a fundraising crisis.

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing document

Gargunnock Community Trust Limited is a charitable company limited by guarantee and was incorporated on 1st June 2005 and granted charitable status on the same day. The company is governed by its Memorandum and Articles of Association. The members of the company are required to contribute an amount not exceeding £1 if it should be wound up while he/she is a member or within one year after he/she ceases to be a member.

Appointment of trustees

All the trustees retire at each annual general meeting but are eligible for re-election.

The trustees may co-opt other trustees between AGMs.

The Memorandum and Articles of Association provides for a minimum of three and a maximum of twelve Trustees.

Organisational structure

Members

The members of the company comprise: -

- The subscribers to the Memorandum of Association
- Individuals or organisations who, having made written application for membership, are duly elected members by the Board of Trustees, and duly pay the admission fee (if any) and subscription.

The Board of Trustees

The Board consists of:

Member Directors - up to ten trustees elected by the charity's subscribing members and

Appointed Directors - up to two trustees co-opted by the elected trustees

Eligibility

Elected trustees must be subscribing members of the charity.

Co-opted trustees may, but are not required to, be subscribing members.

The majority of the trustees must be Member Directors.

Restrictions on Membership.

No employees of the company may become a member

Induction and training of trustees

Potential trustees are interviewed by the Chair of the Charity and then invited to get to know the charity with the assistance of the other trustees. 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 are made available as required.

Trustee meetings

The trustees meet regularly to review the various projects undertaken together with planning of future strategies of the charity and to monitor progress both financial and in terms of successful delivery of its activities.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name Gargunnock Community Trust Limited

Charity No SC036793

Company No SC285574

Registered & Principal Office C/O Jane Bain

Craigachan 8 Millbrae

Gargunnock Stirling FK8 3BB

Website Address http://www.gargunnock.com/trust

Current Trustees Jane Margaret Bain Secretary

Gillian Bruce

Jacqueline Campbell

William Douglas Barr Coupethwaite,

Anne Dando lain Gulland,

Douglas Bell Johnston, Lovat Alexander Macgregor, Edmond Robert Mansion

Elizabeth Mansion, Stuart Robert Ogg Geoffrey Peart

Michael Graham Pizey

Other Trustees who served during the period

Marilyn Ann Willett Resigned 28 April 2016

Bankers Royal Bank of Scotland

82 Murray Place

Stirling FK8 2DR

Independent Examiner Anne Knox, FCIE

Stirlingshire Voluntary Enterprise Ltd

Islay House South 4 Livilands Lane

Stirling FK8 2BG

FOR THE YEAR ENDED 30 JUNE 2016

William Coupethwaite

APPROVAL

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 10 February 2017 and signed on their behalf by:

William Coupethwaite

Chair

INDEPENDENT EXAMINER'S REPORT

FOR THE YEAR ENDED 30 JUNE 2016

Independent examiner's report to the trustees of Gargunnock Community Trust Ltd

I report on the accounts of the charity for the year ended 30 June 2016, which are set out on pages 9 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees (who are 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 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 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

Stirlingshire Voluntary Enterprise Ltd Islay House South

4 Livilands Lane

Stirling

FK8 2BG

10 February 2017

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 30 JUNE 2016

			Fixed Assets			
	L	Inrestricted	Designated	Restricted	Total	Total
	Note	Funds	Funds	Funds	2016	2015
Income and endowments from:		£	£	£	£	£
Donations and legacies	4	2,997	-	-	2,997	3,050
Charitable activities	5	10,490	-	-	10,490	13,186
Investments - Bank Interest		8	-	-	8	8
Other		2,225	-	-	2,225	1,157
	_	15,720	-	-	15,720	17,401
Expenditure on:						
Charitable activities	6	14,992	13,383	-	28,375	33,733
	_	14,992	13,383	-	28,375	33,733
Net income/(expenditure) Transfers between funds		728	(13,383)	-	(12,655)	(16,332)
Net movement in funds	_	728	(13,383)	-	(12,655)	(16,332)
Reconciliation of funds						
Total funds as at 01 July 2015		17,702	633,651	-	651,353	667,685
Total funds as at 30 June 2016	_	18,430	620,268	-	638,698	651,353

All funds are unrestricted

The above statement includes all gains and loses recognised during the year.

All activities are regarded as continuing.

The Notes on pages 12 to 17 form an integral part of these accounts.

	Fixed Assets					
	Uı	nrestricted	Designated	Restricted	Total	Total
	Note	Funds	Funds	Funds	2016	2015
Fixed assets:		£	£	£	£	£
Tangible assets	8 _	-	620,268		620,268	633,651
		-	620,268	-	620,268	633,651
Current assets:						
Debtors	9	2,327	-	-	2,327	2,983
Cash at bank and in hand	10	17,304	-	-	17,304	15,611
	=	19,631	-		19,631	18,594
Liabilities:						
Creditors (due within one year)	11 _	1,201	-	-	1,201	892
Net current assets	_	18,430	_	_	18,430	17,702
Net Assets	<u> </u>	18,430	620,268	-	638,698	651,353
Funds of the charity:						
Restricted funds		-	-	-	•	<u>-</u>
Fixed Asset Designated funds			620,268		620,268	633,651
Unrestricted funds		18,430	-	-	18,430	17,702
		18,430	620,268	-	638,698	651,353

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 30 June 2016

- 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 appears on page 8.

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 12 to 17 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 10 February 2017 and signed on their behalf by:

William Countil Will

Office of the companies of

William Coupethwaite

Chair

Douglas Johnston

Treasurer

	Fixed Assets				
	Unrestricted	Designated	Restricted	Total	Total
	Funds	Funds	Funds	2016	2015
Cash flows from operating activities:	£	£	£	£	£
Net income/(expenditure) per SoFA	728	(13,383)	-	(12,655)	(16,332)
Depreciation charges	-	13,383	-	13,383	13,968
Investment income	(8)	-	-	(8)	(8)
(Increase)/decrease in debtors	656	-	-	656	233
Increase/(decrease) in creditors	309	-	-	309	642
	1,685	-	-	1,685	(1,497)
Cash flows from investing activities:					
Investment income	8	-	-	8	8
	8	-	-	8	8
Net increase/(decrease) in cash:	1,693	-	-	1,693	(1,489)
Total cash as at 01 July 2015	15,611	-	-	15,611	17,100
Total cash as at 30 June 2016	17,304	-	-	17,304	15,611

The Notes on pages 12 to 17 form an integral part of these accounts.

FOR THE YEAR ENDED 30 JUNE 2016

1. Basis of preparation

- 1.1. These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:
 - (a) The Charities and Trustee Investment (Scotland) Act 2005
 - (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)
 - (c) The Companies Act 2006
 - (d) The Financial Reporting Standard applicable in the UK and the Republic of Ireland: FRS102
 - (e) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS102) (effective January 2015)

1.2. Changes to the basis of preparation

The accounts for previous year were prepared in accordance with:

- (a) Financial Reporting Standard for Smaller Entities (FRSSE) (effective April 2008); and
- (b) Accounting and Reporting by Charities: Statement of Recommended Practice (Charities SORP 2005) (2nd edition May 2008)

1.3. Changes to previous accounts

The comparative figures for the previous year have been adjusted to meet the requirement of the FRSSE and the Charities SORP (FRSSE), but this has not resulted in any material change to the figures disclosed.

- 1.4. The charity meets the definition of a public benefit entity as defined by FRS 102
- 1.5. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

2. Accounting policies

2.1. 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. For administrative convenience only, the charity has decided to hold its fixed assets in a designated fund.
- (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 12.

2.2. Income

- (a) Income is recognised and included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the income; receipt is probable; and the monetary value can be measured with sufficient reliability.
- (b) Where income has related expenditure (e.g. fundraising), the income and related expenditure are reported gross in the SoFA.
- (c) Bank interest is recognised when credited to the account.
- (d) Income, which is subject to conditions that the charity has yet to fulfil, or which is specifically for use in a future accounting period, is treated as deferred income.
- (e) The value of voluntary help is not included in the accounts but is described in the trustees' annual report.

FOR THE YEAR ENDED 30 JUNE 2016

2.3. Expenditure and liabilities

- (a) Expenditure is recognised on the accruals basis.
- (b) The charity is registered for VAT, and thus all costs are shown exclusive of VAT charged.
- (c) Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- (d) Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

2.4. Tangible assets

- (a) Tangible assets are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at their value on receipt.
- (b) Depreciation is calculated to write off the cost of tangible fixed assets over their useful economic lives. The rates used are as follows:
 - (i) Land and buildings 2% Straight line
 - (ii) Fixtures and fittings 20% Straight line
 - (iii) Computer equipment 33.3% Straight line

2.5. Debtors

- (a) Debtors are recognised at the settlement amount due
- (b) Prepayments are valued at the amount prepaid.

2.6. Cash

(a) Cash comprises bank deposits repayable on demand and any short-term highly liquid investments with a maturity date of three months or less form the date of acquisition or opening of the deposit or similar account.

2.7. Creditors

- (a) Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount.
- (b) Accrued charges are normally valued at their settlement amount.

2.8. Taxation

The charity is not liable to income tax or capital gains tax on its charitable activities.

3. Transactions with trustees and related parties

- (a) No remuneration was paid to the trustees during the year (2016: £Nil).
- (b) No expenses were reimbursed to the trustees during the year (2016: £Nil).
- (c) The charity's insurance policy includes trustee indemnity insurance cover for all of its trustees.

FOR THE YEAR ENDED 30 JUNE 2016

4. Income from donations

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2016	2015
	£	£	£	£
Stirling Council	2,000	-	2,000	1,500
Community Pride Fund	-	-	-	1,500
Donations	997	-	997	50
Total	2,997	-	2,997	3,050

5. Income from charitable activities

	Unrestricted	Restricted	Total	Total
	Funds	Funds	2016	2015
	£	£	£	£
Bugle Newspaper	270	-	270	521
Hall Hire	10,220	-	10,220	12,665
Total	10,490	-	10,490	13,186

6. Expenditure on charitable activities

	Funds	Funds	2016	2015
	£	£	£	£
Bugle Costs	524	-	524	507
Maintenance and Repair	4,361	-	4,361	8,739
Wages	4,035	-	4,035	2,925
Heat & Light	3,393	-	3,393	3,625
Insurance	553	-	553	601
Cleaning Materials	501	-	501	304
Telephone and Broadband	464	-	464	333
WWI Project	-	-	-	1,370
Sundries	59	-	59	31
Equipment <£1,000	795	-	795	1,080
Depreciation	13,383	-	13,383	13,968
Governance	263		263	250
Rates	44	-	44	-
Total	28,375	-	28,375	33,733

7. Tangible assets

		Fixtures &	Building	Total
	Property	Fittings n	provements	2016
Cost	£	£	£	£
As at 01 July 2015	250,000	8,060	424,013	682,073
Additions	-	-	-	-
As at 30 June 2016	250,000	8,060	424,013	682,073
Depreciation				
As at 01 July 2015	19,600	4,126	24,696	48,422
Charge for year	4,608	789	7,986	13,383
As at 30 June 2016	24,208	4,915	32,682	61,805
Net Book Value				
As at 01 July 2015	230,400	3,934	399,317	633,651
As at 30 June 2016	225,792	3,145	391,331	620,268

8. Debtors

	Funds	Funds	2016	2015
	£	£	£	£
Prepayments & Accrued Income	1,208	-	1,208	2,983
Total	1,208	-	1,208	2,983

9. Cash at bank and in hand

	Funds	Funds	2016	2015
	£	£	£	£
GCT Main Account	3,434	-	3,434	3,883
GCT Project Account	2,246	-	2,246	1,358
GCT Centre Account	11,624	-	11,624	10,370
Total	17,304	-	17,304	15,611

FOR THE YEAR ENDED 30 JUNE 2016

10. Creditors (falling due within one year)

	Funds	Funds	2016	2015
	£	£	£	£
HMRC	476	-	476	642
Independent Examination	500	-	500	250
Accruals	225	-	225	-
Total current year	1,201	-	1,201	892

11. Movements in funds

	As at	Incoming	Outgoing		As at
	30/06/2015	Resources	Resources	Transfers	30/06/2016
Unrestricted funds	£	£	£	£	£
General fund	17,702	15,720	(14,992)	-	18,430
Designated funds					
Fixed Assets	633,651	-	(13,383)	-	620,268
	633,651	-	(13,383)	-	620,268
Total funds	651,353	15,720	(28,375)	-	638,698

12. 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.
Designated	
Fixed Assets Fund	Administrative fund for the allocation of depreciation of fixed assets.

13. Comparative Income and Expenditure by fund type

	Unrestricted Funds		Designated Funds		Restricted Funds	
	2016	2015	2016	2015	2016	2015
Income and endowments from:	£	£	£	£	£	£
Donations and legacies	2,997	1,550	-	-	-	1,500
Charitable activities	10,490	13,186	_	-	-	-
Other	2,225	1,157	-	-	-	-
Investments	8	8	-	-	-	-
	15,720	15,901	-	-	-	1,500
Expenditure on: Charitable activities	14,992	18,395	13,383	13,968		1,370
Other	14,992	10,393	13,303	13,900	-	1,370
Other	14,992	18,395	13,383	13,968	-	1,370
Net income/(expenditure)	728	(2,494)	(13,383)	(13,968)	-	130
Transfers between funds	-	130	-	-	-	(130)
Net movement in funds	728	(2,364)	(13,383)	(13,968)	-	-
Reconciliation of funds						
Total funds as at 01 July 2015	17,702	20,066	633,651	647,619		
Total funds as at 30 June 2016	18,430	17,702	620,268	633,651	-	-

SETUP – DO NOT PRINT THIS PAGE!

Charity Name	Gargunnock Community Trust Ltd	
Charity No	SC036793	
Company No	SC285574	
Date Period End	30 June 2016	
Date Accounts Approved	10 February 2017	
Date Examination	10 February 2017	
Previous Year End	2016	