

**Colintraive and Glendaruel
Development Trust
Report and Financial Statements
for the year ended 31 March 2014**

Registered charity no: SC040002
Company no: SC350010

Colintraive and Glendaruel Development Trust

Financial Statements for the year ended 31 March 2014

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Colintraive and Glendaruel Development Trust

Legal and Administrative Information

Trustees: Charles Dixon-Spain (Chair)
Colin Boyd (Appointed 12/06/2011)
James Wilson (Resigned 17/07/13)
Sandra Wilson (Appointed 15/8/2011)
Alex McNaughton (Appointed 16/10/2008)
James McLuckie (Appointed 12/6/2011)
Sadie Dixon-Spain (Resigned 23/08/13)
William Carlow (Appointed 17/07/13)

Company Secretary: Rhona Sutherland (Resigned 17/12/13)
Sandra Wilson (Appointed 17/12/13)

Charity Number: SC040002

Registered Office: Colintraive and Glendaruel Development Trust
The Village Hall
Colintraive
Argyll
PA22 3AS

Independent Examiner: Argyll Accounting
41 Queen Street
Dunoon
PA23 8AU

Bankers: Bank of Scotland
78 Argyll Street
Dunoon
PA23 7NH

Colintraive and Glendaruel Development Trust

Trustees' report for the year ended 31 March 2014

The trustees are pleased to present their report and the financial statements of the charity for the year ended 31 March 2014. The legal and administrative information forms part of this report.

The committee members are the trustees of the organisation for the purpose of charity law and throughout this report are collectively referred to as the Trustees. The names of the trustees who served during the year under review are set out on the previous page. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

1. Structure, Governance and Management

Governing document

The charity is an incorporated company, governed by its Memorandum & Articles of Association.

Recruitment and appointment of new trustees

Appointment of trustees is governed by the constitution of the charity. The trustees are authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing trustee.

Induction and training of new trustees

Most trustees are already familiar with the practical work of the charity and are encouraged to attend training sessions and development days of the organisation. New trustees will be similarly encouraged to attend training sessions and development days of the organisation.

Organisational structure

The Board of Directors meets every three weeks and has responsibility for all the strategic decisions of the charity. Operational decisions are delegated to the office bearers and staff with the trustees having overall responsibility for day to day management of the charity.

Related parties

The organisation is a stand-alone charity, and the trustees are not aware of any related third parties.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees continually review the major risks to which the charity is exposed, establishing appropriate systems and procedures to manage those risks where required.

Colintraive and Glendaruel Development Trust

Trustees' report for the year ended 31 March 2014 (cont'd)

2. Objectives and Activities

The objectives of the charity are to work with and for the Colintraive and Glendaruel community to identify projects and activities which will improve access to and provision of facilities, amenities and services for employment, education, health and recreation.

The aims of the charity at the start of the financial year to 31 March 2014 were to:-

- Ensure the success of the Stronafian Community Forest Project
- Maintain engagement with funding agencies
- Finalise Warmer ColGlen and develop the Greener ColGlen project
- Pursue other related projects

3. Achievements and Performance

In addition to this, the charity has put in place the following:

- Regular reporting to Membership via published Board Minutes & Newsletters
- Acquired Stronafian Forest for £1.55M
- Appointment of Forest Development Officer
- Creation and development of Community working groups for the Forest Project
- Development of renewable potential in the community
- Applications for the development of the Cowal Way
- Both Village Halls supported to finalise funding and development improvement programmes, including significant funding applications for the Glendaruel Village Hall
- Responses to various statutory consultations
- Engagement with Community for Greener ColGlen via newsletters, information sheets, home visits, community events, social media
- Partnership working with Energy Saving Trust, Adopt a Monument, ACCORD Project, Argyll & Bute Council, local charities

Colintraive and Glendaruel Development Trust

Trustees' report for the year ended 31 March 2014 (cont'd)

4. Financial Review

At the 31 March 2014, the organisation has reserves of £410k (2013 - £388k) of which £406k (2013 - £383k) are restricted reserves.

Highlands & Islands Enterprise and Keep Scotland Beautiful have supported the Development Officer and Greener ColGlen staff ; Climate Challenge Fund (Warmer ColGlen project); and the Scottish Land Fund and LEADER Argyll & the Islands (Forest Development Officer).

Grants were also received from Scottish Land Fund/BIG Lottery Fund, Highlands and Islands Enterprise, Argyll & Bute Council and the Forestry Commission.

5. Plans for Future Periods

The aims of the charity for the next year are to:

- Improve information flow to membership and the wider community
- Plan development of Stronafian Forest and continue to implement the Forest Masterplan
- Successfully complete the Greener ColGlen Project
- Secure funding for the improvement of The Cowal Way
- Continue to pursue identified development projects
- Continue to pursue the hydro and wind projects with a view to income generation for the local community

Colintraive and Glendaruel Development Trust

Trustees' report for the year ended 31 March 2014 (cont'd)

Trustees' responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year, which show a true and fair view of the state of affairs of the charity and its financial activities for the year in question. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements, and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps towards the prevention of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:

Charles Dixon-Spain
Chairperson

James McLuckie
Director

Date:

Independent Examiner's report to the trustees on the accounts of Colintraive and Glendaruel Development Trust for the year ended 31 March 2014

I report on the accounts for the year ended 31 March 2014 as set out on pages 6 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 Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The trustees consider that the audit requirements of regulation 10(1) (a) to (c) of the Accounts Regulations do not apply. It is my responsibility to examine the accounts as required under Section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 the course of my examination no matter has come to my attention:

- a) 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 Accounts Regulations, and
 - To prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or

- b) To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Ailsa E Close CA
Argyll Accounting
41 Queen Street, Dunoon, PA23 8AU

Date:

Colintraive and Glendaruel Development Trust

Statement of Financial Activities

For the year ended 31 March 2014

	<u>Notes</u>	Unrestricted £	Restricted £	2014 Total £	2013 £
Incoming Resources					
Incoming resources from voluntary funds					
Investment income	2	-	-	-	-
Incoming resources from charitable activities	3	6,767	197,323	204,090	484,974
Total Incoming Resources		<u>6,767</u>	<u>197,323</u>	<u>204,090</u>	<u>484,974</u>
Resources expended					
Charitable activities	4	6,250	174,316	180,566	103,425
Governance costs	5	172	499	671	1,254
Total Resources Expended		<u>6,422</u>	<u>174,815</u>	<u>181,237</u>	<u>104,679</u>
Net incoming/outgoing resources before transfers		345	22,508	22,853	380,295
Transfers		-	-	-	-
Net income for the year		<u>345</u>	<u>22,508</u>	<u>22,853</u>	<u>380,295</u>
Total reserves brought forward		4,119	383,431	387,550	7,255
Total funds carried forward		<u><u>4,464</u></u>	<u><u>405,939</u></u>	<u><u>410,403</u></u>	<u><u>387,550</u></u>

The statement of financial activities includes all gains and losses recognised in the period.

All incoming resources and resources expended derive from continuing activities.

Colintraive and Glendaruel Development Trust

Balance Sheet at 31 March 2014

	Notes	2014 £	2013 £
FIXED ASSETS	7	<u>272,240</u>	<u>272,240</u>
CURRENT ASSETS			
Debtors	8	31,356	5,257
Cash at bank and in hand		<u>123,910</u>	<u>155,311</u>
		155,266	160,568
Creditors: amounts falling due within one year	9	17,103	45,258
NET CURRENT ASSETS		<u>138,163</u>	<u>115,310</u>
NET ASSETS		<u>410,403</u>	<u>387,550</u>
Unrestricted Funds			
General Funds	11	4,464	4,119
Restricted Funds	12	405,939	383,431
TOTAL FUNDS		<u>410,403</u>	<u>387,550</u>

The trustees state:

For the year ended 31 March 2014 the company was entitled to exemption under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476,

- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- these accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These accounts were approved by the Trustees and signed on their behalf by :

Name: ... Charles Dixon-Spain James McLuckie

Date:

Colintraive and Glendaruel Development Trust

Notes to the Accounts For the year ended 31 March 2014

1. Accounting Policies

a) Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

b) Fund accounting

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.
- Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Investment income is included when receivable.
- Incoming resources from other charitable activities are accounted for when earned.

d) Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis

Colintraive and Glendaruel Development Trust

Notes to the Accounts

For the year ended 31 March 2014

2. Investment Income

	Unrestricted	Restricted	2014	2013
	£	£	Total	Total
	£	£	£	£
Bank interest	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

3. Incoming Resources from Charitable Activities

	Unrestricted	Restricted	2014	2013
	£	£	Total	Total
	£	£	£	£
Membership fees	377	-	377	75
Other income	250	-	250	957
Grants	6,140	197,323	203,463	483,942
	<u>6,767</u>	<u>197,323</u>	<u>204,090</u>	<u>484,974</u>
	<u>6,767</u>	<u>197,323</u>	<u>204,090</u>	<u>484,974</u>

4. Resources Expended - Charitable Activities

	Direct	Support	2014	2013
	Costs	costs	Total	Total
	£	£	£	£
Recruitment	290	-	290	1,366
Management & Board	24,534	1,148	25,682	20,316
Energy Efficiency Officer	-	-	-	23,771
Internship	2,718	-	2,718	-
Office costs	1,895	-	1,895	4,125
Conferences & subscriptions	356	-	356	1,867
Project costs	149,940	-	149,940	51,559
Stationery & postage	-	356	356	421
	<u>179,733</u>	<u>1,504</u>	<u>181,237</u>	<u>103,425</u>
	<u>179,733</u>	<u>1,504</u>	<u>181,237</u>	<u>103,425</u>

Colintraive and Glendaruel Development Trust

Notes to the Accounts For the year ended 31 March 2014

5. Resources Expended – Governance Costs

			2014	2013
	Unrestricted	Restricted	Total	
	£	£	£	£
Legal costs	172	99	271	14
Independent examination fee		400	400	400
Audit fee	-	-	-	840
	<u>172</u>	<u>499</u>	<u>671</u>	<u>1,254</u>

6. Trustees' Remuneration and Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

7. Fixed Assets

Stronafian Forest was purchased in February 2013 at a cost of £1,572,240. At the same time, the commercial conifer crop growing thereon and the use of the subjects for 99 years for the purpose of growing, harvesting and extracting the timber crop were disposed of to a third party for a single payment of £1,300,000. The charity has retained the indigenous woodland, access rights, mineral rights, sporting rights for fish and game birds, and amenity development rights. The trustees are of the opinion that the remaining net cost of £272,420 represents a fair valuation of the asset retained. No depreciation has been written off this asset in this financial year.

	Freehold Land	Total
Cost	£	£
At 1 April 2013	272,240	272,240
Additions	-	-
Disposals	-	-
At 31 March 2014	<u>272,240</u>	<u>272,240</u>
Depreciation		
At 1 April 2013	-	-
Depreciation for year	-	-
At 31 March 2014	<u>-</u>	<u>-</u>
Written Down Value		
At 31 March 2014	<u>272,240</u>	<u>272,240</u>
At 31 March 2013	<u>-</u>	<u>-</u>

Colintraive and Glendaruel Development Trust

Notes to the Accounts For the year ended 31 March 2014

8. Debtors

	2014	2013
	£	£
Accrued income	31,356	5,257
	<u>31,356</u>	<u>5,257</u>

9. Creditors: Amounts falling due within one year

	2014	2013
	£	£
PAYE & other taxation	3,739	-
Accruals and other creditors	13,364	45,258
	<u>17,103</u>	<u>45,258</u>

10. Unrestricted Funds

	Balance at 1 April 2013 £	Movement in funds			Balance at 31 March 2014 £
		Incoming resources £	Expenditure (gains)/losses £	Transfers £	
General charitable funds	4,119	6,767	6,422	-	4,464
Made up:					
Current assets/(liabilities)					<u>4,464</u>

Colintraive and Glendaruel Development Trust

Notes to the Accounts For the year ended 31 March 2014

11. Restricted Funds

	Balance at 1 April 2013	Movement in funds			Balance at 31 March 2014
		Incoming resources £	Expenditure (gains)/losses £	Transfers £	
CARES Hydro/Wind	-	9,770	9,770	-	-
Cowal Way	27,276	905	233	-	27,948
HIE	-	22,668	22,668	-	-
HIE - Stronafian Forest	59,750	-	-	-	59,750
Investing in Ideas	-	4,914	4,914	-	-
Climate Challenge Fund	-	12,215	12,215	-	-
Forestry Commission	9,750	-	-	-	9,750
Scottish Land Fund/LEADER	1,500	23,494	23,494	-	1,500
Third Sector Internship	-	2,718	2,718	-	-
Communn na Gaidhlig	-	330	330	-	-
Broadband Seedcorn Project	-	1,937	1,937	-	-
Argyll & Bute Council	-	5,000	3,838	-	1,162
Keep Scotland Beautiful	-	88,527	69,132	-	19,395
BIG Funds - Forest Dev Officer	25,155	24,845	23,566	-	26,434
BIG Funds – Stronafian Forest	260,000	-	-	-	260,000
	<u>383,431</u>	<u>197,323</u>	<u>174,815</u>	<u>-</u>	<u>405,939</u>

Made up:

Fixed assets	272,240
Current assets/(liabilities)	133,699
	<u>405,939</u>

- HIE grant has been provided for office costs, including rent, and Development Officer costs until Jan 2014.
- Keep Scotland Beautiful grant has been provided for office costs, including rent and Project Manager and Project Assistant costs along with funding for the Greener ColGlen project
- The Climate Challenge Fund income was for all the costs associated with the Energy Efficiency Manager.
- Scottish Land Fund/BIG Fund provided funding last year towards the legal costs of purchasing Stronafian Forest (£1,500). These costs have been capitalised. They also provided jointly with LEADER for the work of the Forest Development Officer.
- Forestry Commission provided seedcorn funding in the year for the Community Access Project.
- Argyll and Bute Council provided funding for Administration support
- Investing in Ideas provided funding for surveys for the Glendaruel Hub Project
- 3rd Sector Interns provided funding for an Intern to carry out a survey of The Cowal Way
- Community Broadband Scotland provided seedcorn funding for a community broadband survey
- Paths for All provided funding for the Community Access Project to the Cowal Way
- Commun Na Gaidhlig provided funding towards signs for the Forest.