

Charity number SC040977
Company Number SC366387

Arisaig Community Trust
(A company limited by guarantee)

Directors' Report and Financial Statements

For the year ended 31st March 2016

Arisaig Community Trust

(A company limited by guarantee)

Legal and administrative information

The company is constituted as a company limited by guarantee and is governed in accordance with its Memorandum and Articles of Association.

Charity number **SC040977**
Company Number **SC366387**

Registered Office

Land Sea and Islands Centre
Arisaig
Inverness-shire
PH39 4NU

Directors

Mr Gordon Stewart
Ms H C MacDougall
H Cameron
J Gordon
K Mundell
I Macniven
M MacDonald

Independent Examiner

David Govan,
Voluntary Action Lochaber
An Drochaid
Fort William
PH33 6PH

Arisaig Community Trust
(A company limited by guarantee)

Report of the Directors
For the year ended 31st March 2016

The Directors present their report and the financial statements for the year ended 31st March 2016.

Directors

The Directors who served during the year were:-

Mr Gordon Stewart
Ms Joyce Wilkinson (Resigned 30th September 2015)
Ms Martine Wagenaar (Resigned 30th September 2015)
Ms M Kane (Resigned 30th September 2015)
Ms H C MacDougall
J Gordon
K Mundell
H Cameron
I Macniven (Appointed 30th September 2015)
M MacDonald (Appointed 11th May 2016)

Contact address

Land, Sea and Islands Centre
Arisaig
Inverness-shire
PH39 4NU

Recruitment and appointment of Directors

All of the Trust's non-elected directors shall retire at the AGM held before the end of March each year. One third of the Trust's elected directors shall also retire at the AGM, but may seek re-election.

Governing document

Arisaig Community Trust is a company limited by guarantee with charitable status, incorporated 30th September 2009.

Charitable purposes

The Trust was formed to benefit the community of Arisaig, Inverness-shire, by varied means including providing recreational facilities, to advance education, the arts and culture, to advance environmental protection and improvement, and to advance community development.

Activities, achievements and future plans

During the past year, the Board of Directors has held open monthly meetings, plus an Annual General Meeting. Minutes of meetings are displayed on the joint Community Trust/Community Council noticeboard and on the Community Trust website.

Arisaig Community Trust (ACT) has continued to work to improve the sustainability of the community; it has provided local employment opportunities, and has continued to run several key local amenities.

- **Village playing field** - a programme of major drainage and other groundworks was undertaken during 2015, with the field re-opening for use in October 2015. The upgrade has greatly improved the facility, and it is used by many young people and families. Adventure play equipment has been purchased, and is gradually being installed by a team of directors and other local volunteers. This volunteer effort has meant that that all funds raised could be spent on the equipment purchase, rather than on very high professional installation costs. Ongoing field maintenance, including regular grass cutting, is also carried out by a rota of volunteers.
- **The Arisaig Land, Sea & Islands Centre (LSIC)**, which incorporates a visitor information point, a heritage exhibition, and a craft shop, continues to develop. The number of visitors has again increased, as have income levels, both through shop sales and donations, compared with a similar period in the previous year. (Due to the internal refurbishment work, the LSIC was closed from February to June 2015, resulting in an overall drop in annual income for 2015). The LSIC is open seven days a week from Easter to the end of October, and at weekends during the winter. Admission is free, and donation levels are extremely good. Visitor feedback continues to be excellent. The LSIC also offers opportunities for volunteering, and currently has a pool of some 20 people who willingly take on a variety of volunteering tasks, including staffing the building for over fifty hours between them, each week.

Report of the Directors
For the year ended 31st March 2016

The CCF-funded Arisaig Eco Project (*Climate Challenge Fund is part of the Scottish Government's Keep Scotland Beautiful campaign*) to improve the energy efficiency of the LSIC has been completed, with many positive and successful outcomes. The planned refurbishment of the LSIC, which included a radical upgrade of the fabric of the building to create significant energy savings, was undertaken by local contractors, Knoydart Construction, and has resulted in a great improvement both to the internal comfort of the building, and to its visual appeal. The project provided one full time post for two years. (*By agreement the full-time post was run as a job-share between two people*).

Other elements of the Arisaig Eco Project sought to encourage a 'greener' community approach to local transport, domestic energy use, and local food production and consumption. Together, these elements were aimed at making a reduction in the community's overall carbon footprint.

Achievements of the Eco Project were many, a selection is listed below:

- the placing of permanent cycle racks in key locations in and around Arisaig
 - an increase in domestic composting, and raised awareness of food waste and how to reduce it. Project officers worked together with the local primary school to deliver the household food waste campaign to families.
 - the construction of raised beds at the Land, Sea & Islands Centre – these have been used for planting and growing workshops, and for providing locally grown salads and other vegetables.
 - A major survey of local household energy consumption
 - Detailed energy assessments of a sample range of houses, with insulation work of various kinds carried out on most of these. (An additional grant of £90,000 from Warmer Homes Scotland, using funds made available under consumer redress legislation was secured to carry out these household improvements). Delivering this aspect of the project was a major undertaking, and absorbed resources and time, but brought worthwhile benefits to vulnerable households in the community.
-
- **Arisaig public toilets** - ACT continues to run the public toilets on behalf of the community. In addition to delivering a vital service, running the public toilets also provides local employment. The cost of running the service is partially supported by Comfort Scheme payments from Highland Council, and by a healthy level of monetary donations from the public. Minor improvements have been carried out, and it is hoped that a major overhaul of the disabled toilet facility will be carried out in the coming year.
 - Several successful fundraising and social events were held locally; these not only raise vital funds for local projects, but also serve to publicise the activities of the Community Trust
 - Projects for the forthcoming year include enlarging and upgrading the car parking area at the LSIC and the erection of a storage facility.
 - Planning permission has already been secured to build an extension to the LSIC. The directors are currently pursuing ways of funding this.
 - New discrete websites for the Community Trust and for the LSIC are being developed.
 - Ideas are being considered for longer-term income generation projects.

Arisaig Community Trust
(A company limited by guarantee)

Report of the Directors
For the year ended 31st March 2016

Reserves

Unrestricted funds are held for the purpose of covering the Trust's core costs. Restricted funds are held for the future development of the playing field, the running and maintenance of the public toilets, costs associated with the CCF post, and the future development of the Land, Sea & Islands Centre.

Statement of directors' responsibilities

The directors are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company and charity law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that year. In preparing these financial statements, the directors are required to:-

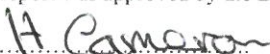
- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent, and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- Observe the methods and principles in the Charities SORP
- Ensure that all applicable UK accounting standards have been followed

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006, 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 for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under the Companies Act 2006.

This report was approved by the Board and signed on its behalf

by: 

Hugh Cameron

Date 2/12/16 2016

Arisaig Community Trust
(A company limited by guarantee)

Independent examiner's report to the directors on the unaudited financial statements of Arisaig Community Trust

I report on the financial statements of Arisaig Community Trust for the year ended 31st March 2016 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of directors and independent examiner

The charity's directors are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's directors consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does 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 independent examiner's statement

My examination was 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 seeking explanations from you as directors 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 has come to my attention

(i) 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, and

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

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


.....
David Govan,
Chartered Accountant
Voluntary Action Lochaber
An Drochaid
Fort William
PH33 6PH

Date... 2/12/16

Arisaig Community Trust
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)
For the year to 31st March 2016

	Note	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Income					
Voluntary income - donations		500	3,090	3,590	5,660
Fundraising		1,044	-	1,044	1,892
Investment income		49	38	87	41
Income from charitable activities – grants	2	-	191,099	191,099	147,751
Income from charitable activities- other	3	-	<u>14,905</u>	<u>14,905</u>	<u>20,406</u>
Total Income		<u>1,593</u>	<u>209,132</u>	<u>210,725</u>	<u>175,750</u>
Expenditure					
Charitable activities	4	1,896	278,033	279,929	68,703
Cost of fundraising		38	78	116	-
Support costs	5	<u>500</u>	<u>-</u>	<u>500</u>	<u>450</u>
Total expenditure		<u>2,434</u>	<u>278,111</u>	<u>280,545</u>	<u>69,153</u>
Net income/expenditure		(841)	(68,979)	(69,820)	106,957
Transfers		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net incoming resources for year after transfers		(841)	(68,979)	(69,820)	106,597
Total funds brought forward		<u>1,475</u>	<u>238,830</u>	<u>240,305</u>	<u>133,708</u>
TOTAL FUNDS CARRIED FORWARD		<u>634</u>	<u>169,851</u>	<u>170,485</u>	<u>240,305</u>

The notes on pages 8 to 12 form part of these financial statements

Arisaig Community Trust
(A company limited by guarantee)
Company Number SC366387

Balance sheet as at 31st March 2016

	Note	2016 £	2015 £
Fixed Assets			
Tangible assets	8	141,343	145,379
Current Assets			
Stock		2,815	2,248
Debtors	9	9,340	11,002
Cash in bank and in hand		<u>46,657</u>	<u>98,976</u>
		58,812	112,226
CREDITORS			
Amounts falling due within one year	10	<u>(29,670)</u>	<u>(17,300)</u>
NET CURRENT ASSETS		<u>29,142</u>	<u>94,926</u>
NET ASSETS		<u>170,485</u>	<u>240,305</u>
Funds			
Unrestricted funds	14	634	1,475
Restricted funds	15	<u>169,851</u>	<u>238,830</u>
Total funds		<u>170,485</u>	<u>240,305</u>

Directors' statements required by Section 477 of the Companies Act 2006 for the year ended 31st March 2016

In approving these financial statements as directors of the company we hereby confirm:

- a) that for the year ending 31st March 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 :
- b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31st March 2016.
- c) that we acknowledge our responsibilities for:
 - 1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act
 - 2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company and in which the methods and principles in the Charities SORP and all applicable UK accounting standards have been followed.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015)

H Cameron

Date 2/12/16

Hugh Cameron

The notes on pages 8 to 12 form part of these financial statements

1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in July 2014 and the Companies Act 2006.

Income

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:-

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets are recognised in full in the statement of financial activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

Expenditure

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

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

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.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Directors.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less the residual value of each asset over its expected useful life as follows:

Buildings	- 2% straight line
Equipment	- 25% straight line

Arisaig Community Trust
(A company limited by guarantee)

Notes to financial statements
For the year ended 31st March 2016

2 Charitable Activities = grants

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds	2015 Total Funds £
Highlands & Islands Enterprise	-	-	-	7,856
The Arisaig Fund	-	3,723	3,723	-
The Robertson Trust	-	6,000	6,000	-
Sportscotland	-	30,000	30,000	-
Warmer Homes	-	90,000	90,000	-
Keep Scotland Beautiful/CCF	-	32,612	32,612	125,793
The Highland Council	-	16,500	16,500	-
The Gower Trust	-	8,000	8,000	8,000
The Highland Council Comfort Scheme	-	4,264	4,264	6,102
	<u>-</u>	<u>191,099</u>	<u>191,099</u>	<u>147,751</u>

3 Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Land, Sea & Islands Centre	<u>-</u>	<u>14,905</u>	<u>14,905</u>	<u>20,406</u>

4 Costs of charitable activities

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Staff costs	-	36,916	36,916	29,514
Grants made	-	86,125	86,125	2,150
Travel & subsistence	190	1,117	1,307	810
Office costs	-	142	142	1,026
Cleaning products	-	276	276	1,508
Football field	-	62,977	62,977	528
Cost of Sales	-	9,683	9,683	10,429
Sundries	-	1,868	1,868	4,936
Professional fees	544	2,261	2,805	233
IT	20	320	340	1,022
Depreciation	-	4,036	4,036	4,093
Electricity	-	1,224	1,224	1,631
Water rates	-	944	944	1,038
Licences	-	156	156	-
Postage etc	-	668	668	1,132
Telephone	-	1,137	1,137	127
Advertising	-	81	81	2,166
Equipment and renovation	-	63,804	63,804	4,977
Memberships	75	-	75	15
Insurance	1,057	554	1,611	833
Project materials	-	3,669	3,669	-
Meeting Room Hire	10	75	85	10
Training	-	-	-	1,571
	<u>1,896</u>	<u>278,033</u>	<u>279,929</u>	<u>68,703</u>

Arisaig Community Trust
(A company limited by guarantee)

Notes to financial statements
For the year ended 31st March 2016

5 Support costs

Net incoming resources are stated after charging:-

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Cost of independent examination	<u>500</u>	<u>-</u>	<u>500</u>	<u>450</u>
	<u>500</u>	<u>-</u>	<u>500</u>	<u>450</u>

6 Employees

Employment costs:

	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015
Salaries and Employers National Insurance	<u>-</u>	<u>36,916</u>	<u>36,916</u>	<u>29,514</u>

No Director received any remuneration in the Year.

There were four part-time employees during the year (2015 – 3)

7 Directors remuneration and benefits

No Director received any remuneration or benefits during the year.

8 Tangible Fixed Assets

	Equipment £	Land & Buildings £	Total £
COST			
At 31 st March 2015	4,800	146,740	151,540
Additions	<u>-</u>	<u>-</u>	<u>-</u>
At 31 st March 2016	<u>4,800</u>	<u>146,740</u>	<u>151,540</u>
DEPRECIATION			
At 31 st March 2015	1,200	4,961	6,161
Charge for year	<u>1,200</u>	<u>2,836</u>	<u>4,036</u>
At 31 st March 2016	<u>2,400</u>	<u>7,797</u>	<u>10,197</u>
NET BOOK VALUE			
At 31 st March 2016	<u>2,400</u>	<u>138,943</u>	<u>141,343</u>
At 31 st March 2015	<u>3,600</u>	<u>141,779</u>	<u>145,379</u>

Arisaig Community Trust
(A company limited by guarantee)

Notes to financial statements
For the year ended 31st March 2016

9 Debtors

	2016 Total Funds £	2015 Total Funds £
Grants Receivable	9,340	11,002
Other debtors	<u>-</u>	<u>-</u>
	<u>9,340</u>	<u>11,002</u>

10 Creditors: amounts falling due within one year

	2016 Total Funds £	2015 Total Funds £
Accruals and deferred income	1,230	500
Other creditors	<u>28,440</u>	<u>16,800</u>
	<u>29,670</u>	<u>17,300</u>

11 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund balances at 31st March 2016 as represented by:			
Fixed assets	-	141,343	141,343
Current assets	1,134	57,678	58,812
Current liabilities	<u>(500)</u>	<u>(29,170)</u>	<u>(29,670)</u>
	<u>634</u>	<u>169,851</u>	<u>170,485</u>

12 Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly there is no taxation charge in these accounts.

13 Company limited by guarantee

Arisaig Community Trust is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Arisaig Community Trust
(A company limited by guarantee)

Notes to financial statements
For the year ended 31st March 2016

14 Unrestricted funds

	At 30 th Sept 2015 £	Incoming £	Outgoing £	Transfers £	At 31 st March 2016 £
Unrestricted Funds	<u>1,475</u>	<u>1,593</u>	<u>(2,434)</u>	<u>-</u>	<u>634</u>

15 Restricted Funds

	At 31 st March 2015 £	Incoming £	Outgoing £	Transfers £	At 31 st March 2016
Land, Sea and Islands Centre - Revenue	19,075	16,771	(25,764)	1,000	11,082
Land, Sea and Islands Centre - Capital	99,244	-	(2,836)	-	96,408
Keep Scotland Beautiful/CCF - Revenue	57,100	32,612	(88,825)	-	887
Keep Scotland Beautiful/CCF - Capital	46,135	-	(1,200)	-	44,935
The Gower Trust	5,650	8,000	(3,975)	(7,000)	2,675
Warmer Homes	-	90,000	(83,530)	-	6,470
Toilet facilities	4,619	5,525	(5,134)	-	5,010
Playing Field Fund	<u>7,007</u>	<u>56,224</u>	<u>(66,847)</u>	<u>6,000</u>	<u>2,384</u>
	<u>238,830</u>	<u>209,132</u>	<u>(67,262)</u>	<u>-</u>	<u>169,851</u>

16 Directors' expenses

There were no expenses requiring reimbursement to Directors during the year.

Arisaig Community Trust
(A company limited by guarantee)

Detailed Statement of Financial Activities
For the year ended 31st March 2016

The following page is for the use of management only.

Arisaig Community Trust
(A company limited by guarantee)
Detailed Statement of Financial Activities
For the year ended 31st March 2016

	Unrestricted Funds	Restricted Funds	2016 Total Funds	2015 Total Funds
	£	£	£	£
Income				
Voluntary income - donations	500	3,090	3,590	5,660
Fundraising	1,044	-	1,044	1,892
Investment income	49	38	87	41
Highlands & Islands Enterprise	-	-	-	7,856
The Arisaig Fund	-	3,723	3,723	-
The Robertson Trust	-	6,000	6,000	-
SportsScotland	-	30,000	30,000	-
Warner Homes	-	90,000	90,000	-
Keep Scotland Beautiful/CCF	-	32,612	32,612	125,793
The Highland Council	-	16,500	16,500	-
The Gower Trust	-	8,000	8,000	8,000
The Highland Council Comfort Scheme	-	4,264	4,264	6,102
Land, Sea & Islands Centre	-	14,905	14,905	20,406
	<u>1,593</u>	<u>209,132</u>	<u>210,725</u>	<u>175,750</u>
Expenditure				
Staff costs	-	36,916	36,916	29,514
Grants made	-	86,125	86,125	2,150
Travel & subsistence	190	1,117	1,307	810
Office costs	-	142	142	1,026
Cleaning products	-	276	276	1,508
Football field	-	62,977	62,977	528
Cost of Sales	-	9,683	9,683	10,429
Sundries	-	1,868	1,868	4,936
Professional fees	544	2,261	2,805	233
IT	20	320	340	1,022
Depreciation	-	4,036	4,036	4,093
Electricity	-	1,224	1,224	1,631
Water rates	-	944	944	1,038
Licences	-	156	156	-
Postage etc	-	668	668	1,132
Telephone	-	1,137	1,137	127
Advertising	-	81	81	2,166
Equipment and renovation	-	63,804	63,804	4,977
Memberships	75	-	75	15
Insurance	1,057	554	1,611	833
Project materials	-	3,669	3,669	-
Meeting Room Hire	10	75	85	10
Training	-	-	-	1,571
Cost of fundraising	38	78	116	-
Support costs	500	-	500	450
Total expenditure	<u>2,434</u>	<u>278,111</u>	<u>280,545</u>	<u>69,153</u>
Net income/expenditure	<u>(841)</u>	<u>(68,979)</u>	<u>(69,820)</u>	<u>106,957</u>

