

Black Isle Men's Shed
Scottish Charity No SC048114
Annual Report & Financial Statements
For the Year Ended 31 December 2018

Trustees' Annual Report

For the Year Ended 31 December 2018

The trustees have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31 December 2018.

Reference & Administrative Information

Charity Name

Black Isle Men's Shed

Charity No

SC048114

Address

(Shed) Sea Scout Centre, Old Mill Road, Avoch, Highland, IV9 8PS

(Correspondence) C/o Richard Cherry, Ness Cottage, Fortrose, Highland, IV10 8SD

Current Trustees

Stewart Robertson Chair

Steve Bramwell vice Chair

Richard Cherry Secretary

Peter Lawrence Treasurer

John Chisholm

Michael Halley

John Ruickbie

John Tuach

Other Trustees who served during the year

Donnie McLeod, Retired – 14/12/2018

Structure Governance & Management

The structure of the organisation consists of:-

the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself; Membership is open to any individual aged 18 or over who is currently resident in the Black Isle area who supports the purpose and the activities which the organisation exists to promote.

The BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

The people serving on the board are referred to in the constitution as CHARITY TRUSTEES.

Constitution:

The Charity is a Scottish Charitable Incorporated Organisation (SCIO). It is governed by its constitution which was adopted on 16 April 2018. The Shed was granted charitable status by OSCR on 5 February 2018.

Appointment of Charity Trustees

The Board, which normally meets on a monthly basis, are the charity's trustees.

Trustees are elected at the Annual General Meeting which is normally held in February. Under the constitution, there must be a minimum of three and not more than nine elected trustees. The trustees may co-opt a further three trustees if they consider it would be in the interests of the Shed to do so.

Management

The trustees are responsible for the strategic direction and governance of the Shed, whilst day-to-day running is delegated to the Shed Committee.

We have several volunteer session leaders to assist on a rota basis. One of the Committee members attends the trustee meetings to discuss progress and development.

Objectives & Activities

Charitable purposes

The purpose of the organisation is to provide recreational facilities and advance the social needs, health and well being of anyone aged 18 or over living in the Black Isle area.

Activities

Practical sessions, mainly related to various types of woodworking
Talks on a variety of subjects of interest

Achievements & Performance

In early 2018 we had a series of very interesting talks, initially in the Knockbain Church Hall, until an unsatisfactory electrical inspection necessitated a move to Chanonry Sailing Club, and to the "Ward Room" in the Avoch Sea Scout Centre.

For several months during the summer we were busy with the construction of the physical shed. This occupies an area of just under 30 sq m inside the Sea Scout Centre.

Financial Review

We do not charge fees and our sources of funding continue to be donations and grants. We are very grateful for generous grants from Highland Council, Caring and Sharing, ASDA/RVS, the Gordon and E na Baxter Foundation, and Inverness Rotary. We are very grateful for all donations, and especially for one for more than £5000 from a donor who wishes to remain anonymous.

We have accounts with BT MyDonate and PayPal that enable donors to make use of Gift Aid; these sites do not charge commission. Several donors have set up regular monthly donations, and we will encourage this in future. MyDonate closes in June 2019 and we will advise use of PayPal whilst examining additional options.

Receipts on the restricted Fund were £9,600

Receipts on the unrestricted fund were £5,280

Payments for the year were £9,086

The resultant surplus for the year was £5,794

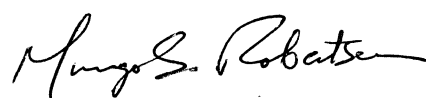
Reserves Policy

The trustees' policy is to maintain reserves of £3000.00 in order to meet commitments and to cover any unexpected expenditure. Reserves at the end of the year were £5,794, which is within the target range.

Plans for Future Periods

The trustees intend to continue and develop the service that the Shed provides for the benefit of the folk in the community. A very important part of this is the recruitment and training of additional session leaders

Approved by the trustees on 25 January 2019 and signed on their behalf by:



Stewart Robertson

Independent Examiner's Report

For the Year Ended 31 December 2018

Independent Examiner's Report to the Trustees of the Black Isle Men's Shed

I report on the financial statements of the charity for the year ended 31 December 2018, which are set out on pages 6 to 9.

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 charity's 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 as required under section (44)(1) 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.

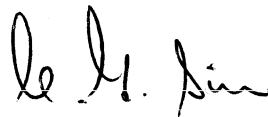
Independent Examiner's Statement

In connection with my examination, no matter has come 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 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.

Clifford Grant Sim FCIBS

Retired Bank Manager
Deveron
26 Uist Road
Inverness IV2 3LZ



Date 24 JANUARY 2019

**Statement of Receipts and Payments – For the Year Ended
31 December 2018**

Voluntary Receipts	Note	Unrestricted Funds	Restricted Funds	Total 2018
Donations and Gift Aid		1736	4,250	5,986
Grants	4	1,992	5,350	7,342
Fund Raising		1,195	0	1,195
		0	0	0
Receipts from Charitable activities		0	0	0
Sessions		357	0	357
Total Receipts		5,280	9,600	14,880

Payments				
Cost of Fund Raising		1		1
Cost of Charitable Activities	5	788	1,068	1,856
Shed build and equip			7,229	7,229
Total Payments		789	8,297	9,086

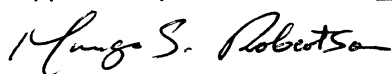
Surplus/(Deficit) for the year	8	4,491	1,303	5,794
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Statement of Balances – as at 31 Dec 2018

Funds reconciliation	Unrestricted Funds	Restricted Funds	Total 2018
Cash at Bank and in hand 1 Nov 2017	-	-	-
Surplus/Deficit for the year	3,491	2,303	5,794
Cash at Bank and in hand 31 Dec 2018	3,491	2,303	5,794
Bank and Cash Balances			
Current account			5,784
Cash in hand			10
			5,794
Other Assets (unrestricted fund)			
Equipment – estimated value			1,000
Overpayment to Sea Scouts to be returned to us			110
			1,110
Liabilities – (restricted)			-
None			-
Liabilities – (unrestricted)			-
None			-

The Notes on pages 8 and 9 form an integral part of these accounts

Approved by the Trustees on 25th January 2019 and signed on their behalf by



Stewart Robertson

Chair



Peter Lawrence

Treasurer

Notes to the accounts – for the year ended 31 Dec 2018

1. **Basis of Accounting**

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. **Nature and purpose of funds**

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the Shed.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. During the year, the Shed received grants totalling £7,342 to be used variously for the construction and equipping of the Shed, and for its initial rental. We also received generous donations including one for over £5,000 from an anonymous donor.

3. **Related Party Transactions**

The Shed's insurance policy includes Trustee Indemnity Insurance for all its trustees and volunteers. No other remuneration was paid to the trustees or to any connected persons during the year.

4. **Grants Received**

	Unrestricted	Restricted
HCWDF*	500	500
Caring and Sharing	1,292	
ASDA/RVS		850
Baxters		4,000
Inverness Loch Ness Rotary	200	
TOTAL	1,992	5,350

* Highland Council Ward Discretionary Fund

5. Cost of Charitable Activities

Expenditure	Unrestricted	Restricted	Grand Total
Catering	4		4
Equipment Repairs and Maintenance		29	29
Insurance	593	0	593
Internet and IT	149	0	149
Office and stationery	42	0	42
Registration		220	220
Rent		658	658
SMSA subscription	20	0	20
Travelling Expenses		142	142
Total	808	1049	1857

6. **Grants and Donations made:** nil

7. **Governance Costs:** nil
(AGM costs and Independent Examiner's Fee will appear in 2019 accounts)

8. **Transfers between funds** nil

9. **Funds collected for other Charities** nil

Version control	
Date	Changes
18 Jan 19	Original
19 Jan 19	Corrected typos; added cash in hand float to receipts; separated SMSA sub from other fees
22 Jan 19	Note added re: closure of BT My Donate in June 2019 Corrections after meeting with Cliff Sim
23 Jan 19	Further details amended, simple arithmetic and decisions re items relevant to Statement of Balances.