

Black Isle Men's Shed
Scottish Charity No SC048114
Annual Report & Financial Statements
For the Year Ended 31 December 2020

Trustees' Annual Report

For the Year Ended 31 December 2020

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 2020.

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

Steve Bramwell Chairman

Michael Halley vice Chairman

Richard Cherry Secretary

Peter Lawrence Treasurer

John Tuach Webmaster

Stewart Robertson immediate past Chairman

Former Trustee who served during the year

John Ruickbie (continued role as Health and Safety advisor)

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 twice yearly, are the charity's trustees. Trustees are elected at the Annual General Meeting which is held in February or March. 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 wellbeing 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

The Covid-19 pandemic halted normal Shed activities for the whole of 2020. We were able however to develop outdoor green wood-working with well-attended sessions at Feddanhill Wood. Zoom has enabled our social activities to continue with lectures on a variety of topics, and the regular meetings of the Aye Write group. WhatsApp has proved popular, and we have been using FaceBook. We have organised training for the "pilots" of electric-assist trishaws and will be ready to take folk for rides around Fortrose who are otherwise limited by facility or disability, just as soon as the present lock down is removed.

Financial Review

We do not charge fees and continue to rely on donations and grants. This year we received a grant from Inverness Council (unrestricted).

Receipts on the restricted Fund were nil

Receipts on the unrestricted fund were £3440

Payments for the year were £1968

The resultant surplus for the year was £1472

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 £6572, which is well within the target range – largely because of reduced expenditure during the period of Shed closure.

Plans for Future Periods

We look forward to resuming Shed activity in 2021 subject to a retreat of the Covid-19 pandemic. We are preparing to move our container and smaller workshop to facilitate planned work on the Centre car-park in early 2021.

Approved by the trustees on 27 January 2021 and signed on their behalf by:



Steve Bramwell

Independent Examiner's Report

For the Year Ended 31 December 2020

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 2020, 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

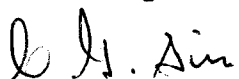
In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any material respect, the requirements:

(a) to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and

(b) 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 FCBI
Retired Bank Manager
Deveron
26 Uist Road
Inverness IV2 3LZ

19 January 2021

Statement of Receipts and Payments – for the Year ended 31 December 2020

Voluntary Receipts	Note	Restricted Funds	Unrestricted Funds	Total for 2020	2019
Donations			1629	1629	1649
Gift Aid			110	110	1399
Grants	4		280	280	1200
Fundraising			552	552	
Receipts from Charitable Activities					
Sessions			20	20	499
Projects			849	849	2576
Total Receipts			3440	3440	7323
Payments					
Cost of fundraising					
Cost of Charitable Activities	5		1837	1837	6889
Shed build and equipment			131	131	1128
Total Payments			1968	1968	8016
Surplus/(Deficit)			1472	1472	(694)

Statement of Balances – as at 31 December 2020

Funds reconciliation	Restricted	Unrestricted	Total 2020	2019
Bank 1 Jan 2020		4730	4730	5784
PayPal		360	360	10
Cash		10	10	
Sub total		5100	5100	5794
Received during year		3440	3440	7322
Expenditure during year		1968	1968	8016
Surplus/(Deficit) for the year		1472	1472	(694)
		<u>6,572</u>	<u>6,572</u>	<u>5100</u>
Bank and Cash balance				
Current account		5868	5868	4730
PayPal		694	694	360
Cash in hand		10	10	10
Total		6572	6572	5100
Other assets (unrestricted fund)				
Equipment (estimated value)		4409	4409	5828
Liabilities (restricted)				
None				
Liabilities (unrestricted)				
None				

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

Approved by the Trustees on 27 January 2021 and signed on their behalf by: -



Steve Bramwell

Chair



Peter Lawrence

Treasurer

Notes to the accounts – for the year ended 31 Dec 2019

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 an Unrestricted Fund grant of £280 from Inverness Council.

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**

	Restricted	Unrestricted
Inverness Council		280
Total		280

5 Cost of Charitable Activities

	Restricted	Unrestricted	Total	2019
Container				1128
Insurance		450		448
Internet and IT		237		53
Materials and equipment		131		3654
PayPal Fees		13		
Office and stationery				353
Projects		233		1123
Refreshments		4		
Rent		900		1205
Repairs and maintenance				33
SMSA subscription*				20
Total		1968		1857

* SMSA sub paid late

6	Grants and Donations made	nil
7	Governance Costs	nil
8	Transfers between funds	nil
9	Funds collected for other Charities	nil

Version control	
Date	Changes
10 Jan 21	v01 – first draft
17 Jan 21	v02 – completed draft submitted to Cliff Sim
18 Jan 21	v03 – amended
18 Jan 21	v04 – signed by Cliff Sim