

Black Isle Men's Shed

Scottish Charity No SC048114

Annual Report & Financial Statements

For the Year Ended 31 December 2019

Trustees' Annual Report

For the Year Ended 31 December 2019

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 2019.

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 Roberson	immediate past Chairman

Other Trustees who served during the year

John Chisholm

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 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

Throughout 2019 we have continued with our program of workshop sessions and social events. We have completed numerous projects including the creation of a second workshop attached to the storage container. Other projects include work with Community Councils, Charities, and the children from Primary 6 at Avoch School.

Events have included talks and visits, and a modest exercise program with walking and rowing.

Financial Review

We do not charge fees and continue to rely on donations and grants. This year we have again received grants from Inverness Loch Ness Rotary, and from Caring and Sharing. The grants for 2018 from ASDA/RVS and Baxters were Restricted Funds and we have submitted accounts of the way they were used.

Receipts on the restricted Fund were £1200

Receipts on the unrestricted fund were £6165

Payments for the year were £8059

The resultant deficit for the year was £694

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 £5142, 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. We have recruited and trained additional session leaders and this will continue.

Approved by the trustees on 10 March 2020 and signed on their behalf by:



Steve Bramwell

Independent Examiner's Report

For the Year Ended 31 December 2019

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 2019, 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)I 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.

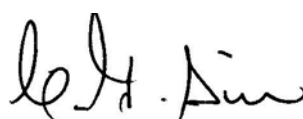
Clifford Grant Sim FCBI

Retired Bank Manager

Deveron

26 Uist Road

Inverness IV2 3LZ



6th March 2020

6 March 2020

**Statement of Receipts and Payments – For the Year Ended
31 December 2019**

Voluntary Receipts	Note	Restricted Funds	Unrestricted Funds	Total for 2019	2018
Donations			1649	1649	5986
Gift Aid			1399	1399	
Grants	4	1200		1200	7342
Fundraising					1195
Receipts from Charitable activities					
Sessions			499	499	357
Projects			2576	2576	
Total Receipts		1200	6123	7323	14880
Payments					
Cost of Fund Raising		0	0	0	1
Cost of Charitable Activities	5	1519	5370	6889	1856
Shed build and equip		1128		1128	7229
Total Payments		2647	5369	8016	9086
Surplus/(Deficit)	8	(1447)	753	(694)	5794

Statement of Balances – as at 31 Dec 2019


Funds reconciliation				
	Restricted	Unrestricted	Total 2019	2018
Cash at Bank and in hand 1 Jan 2019	2303	3491	5794	5794
Received during year	1200	6122	7322	
Expenditure during year	2646	5369	8016	
Surplus/Deficit for the year	-1447	753	-694	
Bank and Cash Balance				
Current account	857	3873	4730	5784
PayPal		360	360	
Cash in hand		10	10	10
Total	857	4243	5100	5794
Other assets (unrestricted fund)				
Equipment - estimated value			5828	1000
Refund from Sea scouts				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 10 March 2020 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 Restricted Fund grants of £1000 from Caring and Sharing to be used for work with schools and from Inverness Loch Ness Rotary for a digital projector. We also received Gift Aid from HMRC for several donations received in 2018.

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
Caring and Sharing	-	1000
Inverness Loch Ness Rotary	-	200
TOTAL	-	1200

5. Cost of Charitable Activities

	Restricted	Unrestricted	Total	2018
Container	1,128		1,128	
Insurance		448	448	593
Internet and IT		53	53	149
Materials and Equipment	1,048	2,606	3,654	
Office and stationery	328	25	353	42
Projects	143	980	1,123	
Rent		1,205	1,205	658
Repairs and Maintenance		33	33	29
SMSA Subscription		20	20	20
Other 2018 items				
Catering				4
Registration				220
Travelling				142
	2,647	5,370	8017	1,857

- | | | |
|----|--|-----|
| 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
12 Jan 20	v1 – first draft
20 Jan 20	v2 – need to clarify £30 session cost
22 Jan 20	v3 - £30 session cost was refund of overpayment
23 Jan 20	v4 – fixed discrepancy caused by incorrect display of closing balance
3 Mar 20	v5 – included Gift Aid as separate item as suggested by Cliff Sim + minor formatting changes.
5 Mar 20	V8 – new estimate of assets; adjusted rounding up/down
6 Mar 20	v9 – signed by Cliff Sim, ready for Board
10 Mar 20	v10 – approved by Board; signed by Steve Bramwell and Pete Lawrence.
12/03/2020 10:34:00	Final formatting for publication
Last saved by	Richard