

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period						
Period start date			Period end date			
Day	Month	Year	Day	Month	Year	
From 1	OCT	2016	To 30	SEPT	2017	

Reference and administration details

Charity name

SHIELDAIG COMMUNITY ASSOCIATION SCIO

Registered charity number

SC036994

Charity's principal address

BRACKEN

SHIELDAIG

STRATHCARRON

ROSS-SHIRE

Postcode IV54 8XN

Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Jim Alexander	Treasurer		
2 Peter Fenton			
3 Andrew Ford		Apr 2017 – Sept 2017	
4 Kassie Forder		Apr 2017 – Sept 2017	
5 Pauline McNeil	Chair	Oct 2016 – Apr 2017	
6 Nick McNeil			
7 Alan Milne	Secretary		
8 Viv Rollo			
9 Kerry Smith			
10 Tom Tindale		Apr 2017 – Sept 2017	
11 Janine Waudby		Apr 2017 – Sept 2017	
12 Sarah Wedgwood	Chair	Apr 2017 – Sept 2017	

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Norman Cameron	Oct 2016 – Apr 2017
Ann Barton	Oct 2016 – Nov 2016

Structure, governance and management

Type of governing document

Constitution

Trustee recruitment and appointment

Any resident of the village and it's locality over the age of 18 may put themselves forward for election as a Trustee. Any resident may become a member of the Association.

At each annual general meeting one third of the elected charity trustees (who are subject to retirement by rotation), or if their number is not three or a multiple of three, the number nearest to one third, shall retire from office. At each annual general meeting the members may elect charity trustees.

The board may at any time appoint and co-opt any member or non-member of the organisation to be a charity trustee either on the basis that he/she has been nominated by a body with which the organisation has close contact in the course of its activities or on the basis that he/she has specialist experience and/or skills which could be of assistance to the board.

An elected charity trustee retiring at an annual general meeting, and whose vacancy has not been filled, will be deemed to have been re-elected, if willing to act, unless:

he/she advises the board prior to the conclusion of the annual general meeting that he/she does not wish to be re-appointed as a charity trustee; or

an election process was held at the annual general meeting and he/she was not among those elected/re-elected through that process; or

a resolution for the re-election of that charity trustee was put to the annual general meeting and was not carried.

Objectives and activities

Charitable purposes

- To advance education and public participation in sport, particularly, but not exclusively, amongst the residents in the area of benefit by the promotion of physical recreation, sports and leisure time facilities.
- To promote and/or provide training in skills of all kinds; particularly such skills as will assist and promote the education and advancement of the residents in the area of benefit.
- The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.

Summary of the main activities in relation to these objects

Holding a number of annual events, maintaining village amenities, and undertaking projects where needs are identified and means available. During 2016-17 this included:

- Annual summer Fete
- Fireworks Night
- Older people's annual luncheon
- Management of pontoon and mooring facilities
- Maintenance and repair of local amenities
- Design and production of an annual full-colour Tourist Information Booklet
- Skiff Project
- Community Housing/Business Premises Project
- Sea Eagle Project

Achievements and performance

Summary of the main achievements of the charity during the financial period

Village Fete and Skiff Project

The Fete was a great success this year and the Skiff Project is ongoing with improvements to the boat, recruitment of new rowers and plans to raise funds for a clubhouse. The tie-in between general fundraising and the Skiff Project is the staging of a regatta on Fete day and, judging by the comments of the visiting crews, this seems set to be a favourite on the coastal rowing calendar for years to come.

Village Maintenance and Public Toilets

More investment has been made in Village Maintenance work this year due to further cuts in local authority spending. We have bought a ride-on lawnmower with aerator attachment and a strimmer to look after the sports field and grass verges. We have also funded Shieldaig Primary School's window cleaning. Due to the year-round increase in tourism, we provided funds to keep the public toilets open during the winter months when the local authority would normally close them.

We intend to submit an Expression of Interest form to the local authority regarding asset transfer of the public toilets. We will be keeping them open again this winter and would like to seek funding for future development of the facility.

Pontoon and Moorings

Winter storm damage to the pontoon was repaired, with upgraded hinges, in March 2016 following a successful insurance claim. A grant from the Crown Estate allowed us to install two new visitor moorings, providing an additional source of revenue and making the village more attractive to yachtsmen visiting the area.

Sea Eagle Project

For the last few years we have held funds which were originally raised for the installation and upkeep of a CCTV camera overlooking the local White-tailed Sea Eagle nesting site. This project was overseen by the RSPB and also involved the NTS (landowners) and interested locals. In January we were informed that the camera was not going to be re-installed, and a meeting of all interested parties was held to determine how the funds could be used. It was decided to allocate some funds to the production of interpretative materials which would be of benefit to locals and visitors. We have now commissioned some information leaflets and a panel for display in the shorefront carpark. Community Housing Project

Shieldaig Community Council (CC) approached us in November to discuss the possibility of having a housing needs survey carried out by the Highland Small Communities Housing Trust with a view to us actioning any suggestions that might arise from the survey. At our AGM in April we decided to joint fund the survey with the CC and to include supplementary questions on the local need for business premises. The survey has now been completed and the results will be discussed at an open day in November 2017 which we hope will be well attended by community members. We will be investigating potential sources of funding during the coming year.

Financial review

Brief statement of the charity's policy on reserves

Funds are raised through events such as the annual summer fete, via donations to the general association fund or for specific projects and through fees and donations for the use of the all-weather sports court, village hall, moorings and pontoon facilities. The tourist information booklet also yields revenue from sales and advertising.

A budget is agreed at the beginning of the financial year against a range of budget heads covering all main activities, events, projects and general administration. Some reserves are allocated at this time to each budget head and against specific projects.

Use of remaining reserves would need to be agreed by the Trustees.

A reserve of £5000 for contingency/emergency is maintained.

N/A

Details of any deficit

Donated facilities and services (if any)

All Trustees volunteer their time to attend meetings and take responsibility for specific projects, events and activities, and co-ordination and leading of the maintenance programme.

Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

P. H. McNeil

Full name(s)

P. H. McNeil

PH Featles

PETER RICHARD FENTON

Position (e.g. Chair)

Chair

Trustee

Date

16/5/18

16/5/18