

# **Nethy Bridge Community Centre**

(a charitable company limited by guarantee)

## **Report of the Directors and Financial Statements**

**Period Ended 31 March 2011**

(the company was incorporated on 28 May 2010  
and commenced activities on 1 August 2010)

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# **Nethy Bridge Community Centre**

## **Report of the Directors for the Period Ended 31 March 2011**

The Directors present their report together with the financial statements of the Nethy Bridge Community Centre ("NBCC") for the period ended 31 March 2011

### **Statutory and Administrative Details**

Status: NBCC is a charitable company limited by guarantee and governed by its Memorandum and Articles of Association.

Registered name: Nethy Bridge Community Centre

Company registration number: SC 379387

Charity registration number: SC 012389

Registered Office: The Post Office  
Nethy Bridge  
Inverness-Shire  
PH25 3DA

### **Directors and Trustees**

The directors throughout the period were:

DV Carrott	Chair
A Young	Vice Chair
SL Swinden	Treasurer
IWW Hogarth	Secretary
E Foulds	
EL Grant	
ES Ibbertson	

All directors are charity trustees.

**Company Secretary** MacLeod and MacCallum  
28 Queensgate  
Inverness  
IV1 1YN

**Bankers** Bank of Scotland plc  
The Mound  
Edinburgh  
EH1 1YZ

**Independent Examiner** John Hunter  
Netherdell  
Nethy Bridge  
PH25 3DJ

# **Nethy Bridge Community Centre**

## **Report of the Directors for the Period Ended 31 March 2011**

### **OBJECTS**

The objects of NBCC, as set out in the Memorandum of Association, are:

1. 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
2. the advancement of citizenship or community development by the provision of a Community Centre and associated facilities

### **MEMBERSHIP**

Voting membership of NBCC is open to:

- (a) Individual Members – Individuals over the age of 18 years normally resident within the Area of Benefit
- (b) Group Members – Local community groups within the Area of Benefit

Non-voting membership of NBCC is open to:

Youth Members – Individuals between the ages of 12 and 18 years normally resident within the Area of Benefit

The Area of Benefit means the Nethy Bridge and Vicinity Community Council area. At 31 March 2011 there were 50 Individual Members, 10 Group Members and 0 Youth Members.

### **ACTIVITIES, ACHIEVEMENTS AND DEVELOPMENTS**

Until 31 July 2010 the Community Centre in Nethy Bridge was owned and managed by the Trustees of a charitable unincorporated association ("the Association"). The assets of the Association comprised bank balances, investments and land and buildings (the village hall, tennis courts, bowling green, playing field and part of the surrounding area).

With effect from 1 August 2010 the activities and the bank balances (totalling £5,173) of the Association were transferred to NBCC. Further funds totalling £49,866, arising from the sale of all of the investments, were transferred to NBCC on 26 November 2010, 10 January 2011 and 11 February 2011. The land and buildings are in the process of being transferred to NBCC, for no consideration, and this should be completed shortly.

The main activity of NBCC is the day to day management and running of the Community Centre. In addition, there are currently two special projects – the proposed Refurbishment of the village hall and the Woodland Project.

# **Nethy Bridge Community Centre**

## **Report of the Directors for the Period Ended 31 March 2011**

### *Community Centre*

The following organisations/ individuals have made use of the Community Centre facilities during the period:

Abernethy Bunkhouses – Playing Field	Indoor Bowls Club
Abernethy Church of Scotland	Nethy Bridge & Vicinity Community Council
Abernethy Highland Games Association	Nethy Bridge Community Development Company
Abernethy Scottish Country Dancing Group	Nethy Bridge Tourist Association
Badenoch & Strathspey Community Car Scheme	Outdoor Bowls Club
Bridge Tournaments	Private Parties – Children and Adults
Cairngorms Farmers Market	Royal Society for Protection of Birds
Cairngorms National Park Authority	Scottish Womens Rural Institute
Charity Events	Sheepdog Trials
Danny Alexander MP	Strathspey Canine Club
David Stuart MSP	The Nethy Newsletter
Explore Abernethy – Visitor Centre	Torchlight Parade – Hogmanay
Football Club	Village Children Parties - Christmas & Halloween
General Public – Locals and Visitors	Wedding Receptions
Highland Council – Polling Station, etc	Whist Club
	Youth Club

### *Refurbishment Project*

LDN Architects have been instructed to update their previous plans (prepared in 2007) for refurbishment of the Community Centre. The proposals will include sustainable heating, better insulation, the installation of a sound system, improved toilet facilities, access for all and possibly additional space for the Explore Abernethy Visitor Centre. Funds of £51,000 have been allocated for this purpose.

### *Woodland Project*

The acquisition of 0.233 hectares (0.58 acres) of woodland adjoining the playing field, kindly being gifted to NBCC by Lord Seafield, is currently in the hands of solicitors. It is anticipated that ownership of this woodland will be granted shortly. The acquired land will be used to extend the playing field, which when developed will help alleviate the wet ground in this corner of the playing field as well improving layout and safety during the Abernethy Highland Games.

The Estate's Management have agreed, in principle, to lease a further 1.89 hectares (4.67 acres) of woodland. This will be developed as amenity parkland, with all abilities access linking into the wider existing path network.

The Woodland Project is currently at the feasibility stage. Designs will be available for public consultation planned for 11 May 2011. A detailed scheme will be tendered and application made to funders, with a view to works being undertaken in Spring/ Summer 2012.

# **Nethy Bridge Community Centre**

## **Report of the Directors for the Period Ended 31 March 2011**

A total of £24,428 has been raised from/ promised by public funders and by donations from community groups for acquisition costs and design work. NBCC has allocated a further £200 from its own funds. A sum of £15,446 has been committed, of which £8,942 has been spent.

Management of the Woodland Project has been delegated by the Board to a committee comprising Andrew Young (Chair), Susan Swinden (Treasurer) and David Carrott. This committee is assisted by representatives of other community organisations: Sandy McCook (Community Council); Neil Sutherland (Abernethy Highland Games Association); Elspeth Grant (Explore Abernethy, also a Director); Melanie Clouston (Explore Abernethy); and John Kirk (The Nethy Newsletter).

### **FINANCIAL POSITION**

In the period to 31 March 2011 there was a net outflow of unrestricted resources of £1,767 and a net inflow of restricted resources of £6,187. These have been appropriated to General Reserve and Woodland Project Reserve respectively.

In the present economic climate village hall grant funding from local government has been reduced by 25% year on year, whilst at the same time costs have increased. As with other village halls in the locality it has been necessary to review hire charge rates. Historically there have been different charges for different activities but from 1 April 2011 a new schedule of hire charge rates has been introduced to address these historic anomalies and present a more equitable system. The medium term policy is to produce a "balanced budget" (i.e. break even), but in the short term the £2,272 General Reserve will be available to meet any shortfall.

All appropriate measures are and will be taken to reduce costs. Use of volunteer labour, especially during the 'Spring Clean' in November, has reduced reliance on contractors. The proposed refurbishment will include cost saving measures such as better insulation and more cost effective heating.

The generation of income from new sources will continue to be explored. For example, NBCC is working with Abernethy Old Kirk Association to see whether more weddings can be attracted to the village using the Community Centre and Old Kirk facilities as well as other local suppliers.

# **Nethy Bridge Community Centre**

## **Report of the Directors for the Period Ended 31 March 2011**

### **RESERVES**

The sum of £49,866 generated from the sale of investments by the Trustees of the Association, and subsequently transferred to NBCC, has been placed in a designated reserve (unrestricted) for the proposed Refurbishment Project together with £1,134 (restricted) which was donated by the Abernethy Garden Party specifically for the installation of a sound system which will form part of the Refurbishment Project. The Refurbishment Project Reserve therefore totals £51,000.

After appropriations at 31 March 2011, the Woodland Project Reserve totals £6,187 and the General Reserve totals £2,272.

Details of the reserves are shown in note 10 on page 10.

### **RISKS AND FINANCIAL CONTROLS**

The Directors have assessed the major risks to which NBCC is exposed and are satisfied that adequate insurance cover is provided under the Highland Council Village Hall Insurance Scheme. These risks relate to employee liability claims, public liability claims and property loss.

The Directors are required to obtain a Public Entertainment Licence from Highland Council, the terms of which specify the standards required for the running of the Community Centre. The current licence was issued 20 August 2008 and runs until 19 August 2011.

A specific Risk Assessment, as recommended by OSCR, was undertaken by Craignish Design, Landscape Architects, in respect of the acquisition of the small area of woodland to extend the playing field. Nothing in this Risk Assessment gave the Directors and Trustees cause for concern.

The Directors believe that NBCC has sound processes for recording and reporting the income and expenditure of the company.

### **ORGANISATION**

NBCC is managed by a Board of Directors which meets approximately every two months. At the forthcoming Annual General Meeting (being the first AGM) all Directors will retire but are eligible for reappointment by members of the company. In terms of the Articles of Association, the Directors are thereafter subject to retirement by rotation every three years.

No Director received any remuneration or expenses in the period ended 31 March 2011.

# **Nethy Bridge Community Centre**

## **Report of the Directors for the Period Ended 31 March 2011**

### **APPRECIATIONS**

NBCC is indebted to local residents, including members, who give time to assist with cleaning, maintenance and administration of the Community Centre. It is also very grateful for the generous financial contributions made by local groups in support of the Refurbishment Project and Woodland Project.

This report has been prepared in accordance with the provisions of Chapter 5 of Part 15 of the Companies Act 2006 relating to small companies and has been signed on behalf of the Board by:



D V Carrott    Chair

Nethy Bridge Community Centre  
Dell Road  
Nethy Bridge  
PH25 3DA

20 April 2011

# Nethy Bridge Community Centre

Financial Statements for the Period ended 31 March 2011

## Statement of Financial Activities

	note	Unrestricted £	Restricted £	Total £
<b>Incoming resources</b>				
<b>Charitable Activities</b>				
Grants	3	2,559	11,040	13,599
Donations	4		3,888	3,888
Hire charges/rents		4,994		4,994
Tennis court fees		176		176
Telephone		3		3
<b>Investment Income</b>				
Bank interest		16	1	17
<b>Total incoming resources</b>		<b>7,748</b>	<b>14,929</b>	<b>22,677</b>
<b>Resources expended</b>				
<b>Charitable Activities</b>				
Hall Keeper	5	3,093		3,093
Electricity		3,117		3,117
Cleaning materials		265		265
Repairs/renewals		729		729
Licence/subscription		102		102
Donation to Telford Project		200		200
Telephone		93		93
Payroll charges		50		50
Legal fees	6		2,098	2,098
Consultant fees	6		6,844	6,844
<b>Governance Costs</b>				
Legal fees	6	1,666		1,666
<b>Total resources expended</b>		<b>9,315</b>	<b>8,942</b>	<b>18,257</b>
<b>Net incoming resources before transfers</b>		<b>-1,567</b>	<b>5,987</b>	<b>4,420</b>
<b>Transfers</b>		<b>-200</b>	<b>200</b>	
<b>Net incoming resources after transfers</b>		<b>-1,767</b>	<b>6,187</b>	<b>4,420</b>
<b>Appropriated as follows:</b>				
General Reserve	10	-1,767		-1,767
Woodland Project Reserve	10		6,187	6,187
		<b>-1,767</b>	<b>6,187</b>	<b>4,420</b>

The notes form part of these financial statements

These are the first financial statements and therefore no comparative figures are shown



# Nethy Bridge Community Centre

Financial Statements for the Period ended 31 March 2011

## Balance Sheet

	note	£	£
<b>Fixed Assets</b>	7		0
<b>Current Assets/Liabilities</b>			
Cash in Bank Bank of Scotland current a/c		6,197	
Bank of Scotland deposit a/c		48,742	
Bank of Scotland woodland a/c		<u>6,187</u>	61,126
Debtors	8	1,023	
less: creditors	9	<u>-2,690</u>	<u>-1,667</u>
			<u><b>59,459</b></u>
<b>Reserves</b>	10		
General Reserve		2,272	
Refurbishment Project Reserve		51,000	
Woodland Project Reserve		<u>6,187</u>	
			<u><b>59,459</b></u>

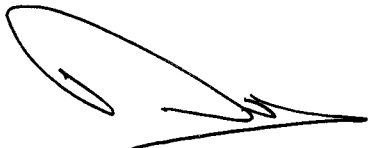
The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2011.

The members have not required the Company to obtain an audit of its financial statements for the period ended 31 March 2011 in accordance with Section 476 of the Companies Act 2006.

The Directors acknowledge their responsibilities for:

- ensuring that the Company keeps accounting records which comply with the requirements of Chapter 2 of Part 15 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Chapter 4 of Part 15 of the Companies Act 2006, so far as applicable to the Company

The financial statements were approved by the Board on 20 April 2011 and were signed on its behalf by:



DV Carrott

Chair



SL Swinden

Treasurer

The notes form part of these financial statements

These are the first financial statements and therefore no comparative figures are shown

# Nethy Bridge Community Centre

Notes to the Financial Statements for the Period ended 31 March 2011

## 1 General Statement

These are the first Financial Statements for Nethy Bridge Community Centre. The company was incorporated on 28 May 2010 and commenced activities on 1 August 2010.

## 2 Accounting Convention and Compliance

The financial statements have been prepared under the historical cost convention and in accordance with (i) the provisions of Part 15 of the Companies Act 2006 relating to small companies; (ii) the Financial Reporting Standard for Smaller Entities (effective April 2008); and (iii) Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005).

## 3 Grants

Received from	Unrestricted £	Restricted £	Total £
Highland Council	2,559	1,500	4,059
Awards for All		9,540	9,540
	<u>2,559</u>	<u>11,040</u>	<u>13,599</u>

The Highland Council grant of £2,559 is for the provision of public toilet facilities.

The other grants are for the Woodland Project.

## 4 Donations

Received from	Unrestricted £	Restricted £	Total £
Abernethy Garden Party		1,588	1,588
Community Council		100	100
The Nethy		100	100
Abernethy Tourist Association		200	200
Abernethy Highland Games Association		1,900	1,900
		<u>3,888</u>	<u>3,888</u>

All of the donations are for the Woodland Project.

## 5 Hall Keeper

NBCC employs a Hall Keeper who is paid a fixed salary in terms of a formal contract. There were no pension or National Insurance contributions.

## 6 Fees

The legal fees from restricted funds are in respect of the acquisition of the woodland relating to the Woodland Project. The consultant fees from restricted funds are in respect of landscape design for the Woodland Project: at 31 March 2011 NBCC was committed to further consultant fees of £6,204.

The legal fees from unrestricted funds are in respect of the change in legal form from charitable unincorporated association to charitable company limited by guarantee.

## 7 Fixed Assets

NBCC did not own any fixed assets at 31 March 2011. However, the land and buildings owned by the Trustees of the charitable unincorporated association which managed the Community Centre until 31 July 2010 are in the process of being transferred to NBCC, for no consideration, and this should be completed shortly. These assets comprise the village hall, tennis courts, bowling green, playing field and part of the surrounding area.

## 8 Debtors

	Unrestricted £	Restricted £	Total £
Hire charges due	<u>1,023</u>		<u>1,023</u>

These are the first financial statements and therefore no comparative figures are shown

# Nethy Bridge Community Centre

Notes to the Financial Statements for the Period ended 31 March 2011

## 9 Creditors

	Unrestricted £	Restricted £	Total £
Accrued charges	1,600		1,600
Other creditors	1,090		1,090
<b>Total</b>	<b>2,690</b>		<b>2,690</b>

## 10 Reserves

Reserve	*Opening balance £	Appropriated at period end £	As at 31 March 2011		Total £
			Unrestricted £	Restricted £	
General	4,039	-1,767	2,272		2,272
Refurbishment Project	51,000		49,866	1,134	51,000
Woodland Project		6,187		6,187	6,187
	<b>55,039</b>	<b>4,420</b>	<b>52,138</b>	<b>7,321</b>	<b>59,459</b>

\*The Trustees of the charitable unincorporated association which managed the Community Centre until 31 July 2010 transferred to NBCC (i) bank balances of £5,173 with effect from 1 August 2010; (ii) cash of £8,135 on 26 November 2010; (iii) cash of £17,956 on 10 January 2011; and (iii) cash of £23,775 on 11 February 2011. Of these funds, totalling £55,039, all but £1,134 had been identified as unrestricted by the Trustees.

NBCC has no endowment funds.

The reserves reflect assets and liabilities as follows:

Reserve	Bank balances £	Debtors £	Creditors £	Total £
General	3,939	1,023	-2,690	2,272
Refurbishment Project	51,000			51,000
Woodland Project	6,187			6,187
	<b>61,126</b>	<b>1,023</b>	<b>-2,690</b>	<b>59,459</b>

## 11 Related Party Transaction

Andrew Young, a Director, pays a monthly rent of £40 to use land beside the playing field for grazing.

These are the first financial statements and therefore no comparative figures are shown

# Nethy Bridge Community Centre

## Independent Examiner's Report to the Directors of Nethy Bridge Community Centre

I report on the Financial Statements ("the accounts") of Nethy Bridge Community Centre for the period ended 31 March 2011 which are set out on pages 7 to 10.

### Respective responsibilities of trustees and independent examiner

The Directors (who are the charity trustees) 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 Directors consider that the audit requirement of Regulation 10(1) (a) to (c) of the Account 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 is 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 NBCC 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 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 the course of my examination, no matter has come to my attention:

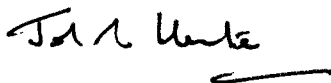
1 which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts 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.

John Hunter  
Chartered Accountant



Netherdell  
Nethy Bridge  
PH25 3DJ

20 April 2011