

The Scottish Rights of Way and Access Society
(A company limited by guarantee)

Registered number
SC 24243

Registered charity number SC O15460

Report and Accounts
for the year ended
30-Jun-2001

Brown Campbell & Co
Chartered Accountants

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The Scottish Rights of Way and Access Society
Report and accounts
Contents

	Page
Company information	1
Directors' report	2
Accountants' report	4
Income and expenditure account	5
Balance sheet	6
Notes to the accounts	7

**The Scottish Rights of Way and Access Society
Company Information**

Directors

Dr D J Bennet (Honorary President)
Dr R Aitken (Honorary Vice President)
W B Logan (Chairman)
T W Boyd (Vice Chairman)
W J Gay (Vice Chairman)
J G Aird (resigned 28 October 2000)
J C Bartholomew
J Barton (resigned 30 August 2000)
I J G Carnegie
J B C Davidson
J Duberley
Miss M M Dymock
W R Forsyth
D M Jenkins
J Law
J P Lawson
P Mackay (appointed 24 January 2001)
Dr M C MacLeod (resigned 28 October 2000)
Mrs E D Stewart
A Sutherland
A Thin (appointed 28 October 2000)
Cllr H Anderson (appointed 12 July 2000)
Cllr J E Lloyd (appointed 12 January 2000; resigned 12 July 2000))
Cllr G Urquart

Secretary

A C H Valentine

Treasurer

Fred. Lawson

Registered Office

24 Annandale Street
Edinburgh
EH7 4AN

Bankers

Clydesdale Bank plc
22 Newington Road
Edinburgh EH9 1QS

Registered number

SCO24243

Solicitors

Lindsays WS
11 Atholl Crescent
Edinburgh
EH3 8HE

Registered Charity number

SCO15460

Reporting Accountants

Brown Campbell & Co
16 Great Stuart Street
Edinburgh
EH3 7TN

Investment managers

Bell Lawrie White
7 Drumsheugh Gardens
Edinburgh
EH3 7QH

The Scottish Rights of Way and Access Society Directors' Report

The directors present their report and accounts for the year ended 30 June 2001

Preparation of accounts

The accounts have been prepared in accordance with the Society's governing document and current statutory requirements.

Principal activities

The Society's principal activity during the year continued to be giving advice about rights of way to the public and to local councils in accordance with its memorandum of association. In addition the Society signposts rights of way both to show their routes and to help safeguard their status. Records of principal rights of way are also kept.

Review of activities

The Society has continued to act successfully in pursuit of its objects and the directors consider the year end position to be satisfactory.

Directors

The directors who served during the year were as follows:

Dr D J Bennet (Honorary President)
Dr R Aitken (Honorary Vice President)
W B Logan (Chairman)
T W Boyd (Vice Chairman)
W J Gay (Vice Chairman)
J G Aird (resigned 28 October 2000)
J C Bartholomew
J Barton (resigned 30 August 2000)
I J G Carnegie
J B C Davidson
J Duberley
Miss M M Dymock
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Cllr J E Lloyd (appointed 12 January 2000; resigned 12 July 2000))
Cllr G Urquart

**The Scottish Rights of Way and Access Society
Directors' Report**

Constitution

The Society is a company limited by guarantee and is governed by a revised Memorandum and Articles of Association dated 4th October 1999. Each member of the company has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of the Society being wound up.

Directors

Directors are appointed by the Society in general meeting.

Directors' responsibilities

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit for that period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

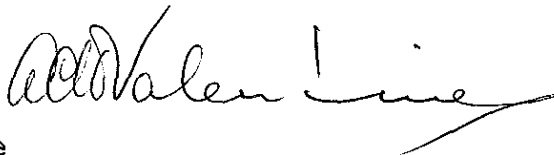
The directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985.

They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company special provisions

The report of the directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the board on 29th August 2001



A C H Valentine
Secretary

**The Scottish Rights of Way and Access Society
Accountants' Report**

Accountants' report to the members on the unaudited accounts of The Scottish Rights of Way and Access Society

We report on the accounts for the year ended 30 June 2001 set out on pages 5 to 12.

Respective responsibilities of directors and reporting accountants

As described on page 3, the company's directors are responsible for the preparation of the accounts. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report.

These procedures provide only the assurance expressed in our opinion. These procedures do not constitute an audit. Accordingly, we do not express an audit opinion on the accounts. Therefore, our report does not provide any assurance that the accounting records and the accounts are free from material misstatement.

Opinion

In our opinion:

- (a) the accounts are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
 - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act except for the non-depreciation of Heritable Property. Compliance with this requirement would have resulted in a property depreciation charge of £2594 appearing in the profit and loss account & reducing the net surplus for the year to £3091; and
 - (ii) the company satisfied the condition for exemption from an audit of the accounts for the year specified in Section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in Section 249B(1).

Brown Campbell & Co
Chartered Accountants
16 Great Stuart Street
Edinburgh
EH3 7TN


5th November 2001

The Scottish Rights of Way and Access Society
Income and expenditure account
for the year ended 30 June 2001

	Notes	2001 £	2000 £
Incoming resources			
Annual subscriptions		14,339	13,793
Life subscriptions		4,120	2,250
Corporate subscriptions		7,415	6,860
Donations		6,742	5,402
Income from publications		13,797	14,764
Interest & dividend received		2,405	2,928
Income tax recoverable, new gift aid		3,312	968
Grants receivable		52,538	49,985
Lawyers' searches		4,068	2,180
Legacies and bequests			500
Office appeal donations			310
Total incoming resources		<u>108,736</u>	<u>99,940</u>
 Resources expended			
Cost of publications used for Re-Sale		2,933	
Signposts & bridge maintenance		19,589	21,510
Administrative expenses	4	80,529	71,616
Total resources expended		<u>103,051</u>	<u>93,126</u>
 Net surplus	3	5,685	6,814
 Other recognised gains and losses			
Net realised gain/(loss) on sale of investments			(161)
Gain on sale of fixed assets			-
Retained surplus for the year		<u>5,685</u>	<u>6,653</u>

Statement of Financial Activities

A Statement of Financial Activities is shown as note 14 to the accounts.

Statement of Total Recognised Gains and Losses

There were no recognised gains or losses other than the surplus for the year as shown above therefore no separate statement of total recognised gains and losses has been presented.

Continuing activities

The results for the year arose wholly from continuing activities.

The Scottish Rights of Way and Access Society
Balance Sheet
as at 30 June 2001

	Notes	2,001 £	2000 £
Fixed Assets			
Tangible assets	5	105,688	105,252
Investments	6	<u>16,251</u>	<u>16,251</u>
		121,939	121,503
Current assets			
Stocks	7	5,196	3,501
Debtors	8	7,607	7,174
Cash at bank and in hand		<u>34,397</u>	<u>30,978</u>
		47,200	41,653
Creditors: amounts falling due within one year	9	<u>10,038</u>	<u>(9,227)</u>
Net current assets		<u>37,162</u>	<u>32,426</u>
Total assets less current liabilities		159,101	153,929
Creditors: amounts falling due after more than one year	10	17,574	(18,087)
Net assets		<u>141,527</u>	<u>135,842</u>
Reserves			
Unrestricted funds	13	136,278	128,687
Restricted funds	13	5,249	7,155
Total reserves		<u>141,527</u>	<u>135,842</u>

The directors are satisfied that the company is entitled to exemption under Section 249A(2) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act.

The directors acknowledge their responsibilities for:

(i) ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985; and

(ii) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this act relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and the financial Reporting Standard for Smaller entities.

W B Logan
 Director

Approved by the board on 29 August 2001

The Scottish Rights of Way and Access Society
Notes to the Accounts
for the year ended 30 June 2001

1 Accounting policies

Accounting convention

The accounts have been prepared in accordance with applicable accounting standard under the historical cost convention.

The accounts have been prepared in accordance with the Statement of Recommended Practice "Accounting by Charities", except for the treatment of investments as noted below.

Income and expenditure

Income is accounted for on an accruals basis with the exception of legacies and donations, which are accounted for when received.

Expenditure is accounted for on an accruals basis.

All income and expenditure arose in the UK.

Life memberships

Life membership subscriptions are recognised as income in the year of receipt and allocated to the life membership fund. Each year 5% of this fund is transferred to the general reserve which is an unrestricted fund applied in furtherance of the Society's objects.

Investments

Fixed asset investments are accounted for at cost. The Statement of Recommended Practice requires that such investments be accounted for at market value. In the opinion of the Directors it would be inappropriate for the Society to account for these investments at market value and to take into account unrealised gains and losses each year as the investments are held for the long term. The market value is disclosed in note 6.

Restricted and unrestricted funds

Restricted funds are those funds which are subject to specific conditions regarding their application. These conditions may have been specified by the donor of funds or may have arisen through other circumstances such as the restrictive wording of an appeal.

Unrestricted funds are applied at the discretion of the Board of directors in furtherance of the objects of the Society.

A transfer from unrestricted funds to restricted funds is made annually to ensure that no restricted funds are in deficit at the balance sheet date.

Depreciation

Depreciation has been provided at the following annual rates in order to write off fixed assets over their estimated useful lives.

Office equipment	33.3% reducing balance
Vehicle trailer	33.3% reducing balance
Heritable Property	nil

In the opinion of the directors, the residual value of the heritable property is not less than the carrying amount in the accounts, therefore no depreciation has been charged.

The Scottish Rights of Way and Access Society
Notes to the Accounts
for the year ended 30 June 2001

Stocks

Stock is valued at the lower of cost and net realisable value.

Taxation

The Society is recognised as a charity by the Inland Revenue and is therefore not liable to taxation on its income.

2 Directors' remuneration

The directors receive no remuneration for their services.

3 Net surplus

2001	2000
£	£

This is stated after charging:

Depreciation of owned fixed assets	961	743
Reporting accountants' remuneration	1,339	1,235

4 Management and administration expenses

2001	2000
£	£

Wages and salaries	47,295	38,946
Rent, rates, insurance, management and mortgage interest	3,473	3,923
Postage, printing and stationery	13,494	8,319
Travelling expenses	6,569	1,418
Telephone, electricity, gas, and water	2,117	1,624
Accountancy fees	1,339	1,235
Legal fees	527	517
Meeting expenses	798	617
Subscriptions and donations	637	1,332
Maps	116	12,115
Miscellaneous	1,524	545
Depreciation	961	744
Repairs and maintenance	1,679	281
	<u>80,529</u>	<u>71,616</u>

The Scottish Rights of Way and Access Society
Notes to the Accounts
for the year ended 30 June 2001

Management and administration expenditure for the year is analysed between restricted and unrestricted funds as follows:

	Unrestricted funds £	Restricted funds £	Total 2001 £
Wages and salaries	47,295	-	47,295
Rent, rates, insurance and mortgage interest	3,473	-	3,473
Postage, printing and stationery	13,494	-	13,494
Travelling expenses	6,569	-	6,569
Telephone, electricity, gas, and water	2,117	-	2,117
Accountancy fees	1,339	-	1,339
Legal fees	527	-	527
Meeting expenses	798	-	798
Subscriptions and donations	637	-	637
Maps	116	-	116
Miscellaneous	1,524	-	1,524
Depreciation	961	-	961
Repairs and maintenance	1,679	-	1,679
	<u>80,529</u>	<u>-</u>	<u>80,529</u>

5 Tangible fixed assets

	Heritable property £	Office equipment £	Vehicle trailer £	Total £
Cost				
At 1 July 2000	103,765	9,326	200	113,291
Additions	-	1,397	-	1,397
Disposals	-	-	-	-
At 30 June 2001	<u>103,765</u>	<u>10,723</u>	<u>200</u>	<u>114,688</u>
Depreciation				
At 1 July 2000	-	7,856	183	8,039
Charge for the year	-	955	6	961
On disposals	-	-	-	-
At 30 June 2001	<u>-</u>	<u>8,811</u>	<u>189</u>	<u>9,000</u>
Net book value				
At 30 June 2001	<u>103,765</u>	<u>1,912</u>	<u>11</u>	<u>105,688</u>
At 30 June 2000	<u>103,765</u>	<u>1,470</u>	<u>17</u>	<u>105,252</u>

The Scottish Rights of Way and Access Society
Notes to the Accounts
for the year ended 30 June 2001

6 Investments

	Listed Investments	Total
Cost	£	£
At 1 July 2000	16,251	16,251
Additions		
Disposals		
Realised investment gains/(losses)		
At 30 June 2001	<u>16,251</u>	<u>16,251</u>
	2001	2000
	£	£
Listed investments at market value	<u>14,683</u>	<u>15,645</u>

Listed investments comprise shares in Scottish Investment Trust. Investments are held with a view to providing a favourable but secure return in the medium to long term.

7 Stocks

Stocks consist entirely of goods for distribution to members and other interested parties.

8 Debtors

	2001	2000
	£	£
Other debtors	<u>7,607</u>	<u>7,174</u>

9 Creditors: amounts falling due within one year

	2001	2000
	£	£
Trade Creditors	1,600	
Building Society Loan	1,076	1,044
Subscriptions in advance	5,502	4,274
Other creditors	1,860	3,909
	<u>10,038</u>	<u>9,227</u>

The Scottish Rights of Way and Access Society
Notes to the Accounts
for the year ended 30 June 2001

10 Creditors: amounts falling due after one year	2001 £	2000 £
Building Society Loan	<u>17,574</u>	<u>18,087</u>

The building society loan is secured by a standard security over the heritable property.

11 Loans	2001 £	2000 £
Creditors include:		
Amounts falling due for payment after more than five years	<u>13,270</u>	<u>13,913</u>

12 Summary of funds	2001 £	2000 £
Unrestricted funds		
Life membership fund	25,827	23,066
General reserve	43,666	38,836
Property fund	<u>66,785</u>	<u>66,785</u>
	<u>136,278</u>	<u>128,687</u>
Restricted funds		
Lockerby bequest	1,246	1,641
George Cheyne memorial fund	1,527	3,038
Case law project	<u>2,476</u>	<u>2,476</u>
	<u>5,249</u>	<u>7,155</u>
	<u>141,527</u>	<u>135,842</u>

13 Movement in funds	Balance at 30 June 2000 £	Surplus/ deficit for the year £	Transfers between funds £	Balance at 30 June 2001 £
Unrestricted funds				
Life membership fund	23,066	4,120	(1,359)	25,827
General reserve	38,836	3,471	1,359	43,666
Property fund	<u>66,785</u>			<u>66,785</u>
	<u>128,687</u>	<u>7,591</u>	<u>-</u>	<u>136,278</u>
Restricted funds				
Lockerby bequest	1,641	(395)		1,246
George Cheyne memorial fund	3,038	(1,511)		1,527
Case law project	<u>2,476</u>			<u>2,476</u>
	<u>7,155</u>	<u>(1,906)</u>	<u>-</u>	<u>5,249</u>
	<u>135,842</u>	<u>5,685</u>	<u>-</u>	<u>141,527</u>

The Scottish Rights of Way and Access Society
Notes to the Accounts
for the year ended 30 June 2001

14 Statement of financial activities

	Unrestricted funds £	Restricted funds £	Total 2001 £	Total 2000 £
Incoming resources				
Annual subscriptions	14,339	-	14,339	13,793
Life subscriptions	4,120	-	4,120	2,250
Corporate subscriptions	7,415	-	7,415	6,860
Donations	6,742	-	6,742	5,402
Income from publications	13,797	-	13,797	14,764
Interest received	2,334	71	2,405	2,928
Income tax recoverable	3,312	-	3,312	968
Grants receivable	52,538	-	52,538	49,985
Lawyers' searches	4,068	-	4,068	2,180
Legacies and bequests	-	-	-	500
Office appeal donations	-	-	-	310
Total incoming resources	108,665	71	108,736	99,940
Resources expended				
Cost of publications for resale	2,933	-	2,933	-
Signposts & bridges	17,612	1,977	19,589	21,510
Administrative expenses	80,529	-	80,529	71,616
Total resources expended	101,074	1,977	103,051	93,126
Net incoming/(outgoing) resource before transfers	7,591	(1,906)	5,685	6,814
Transfers between funds	-	-	-	-
Net incoming/(outgoing) resources	7,591	(1,906)	5,685	6,814
Net realised gain/loss on sale of investments	-	-	-	(161)
Gain on sale of fixed assets	-	-	-	-
Net movement in funds	7,591	(1,906)	5,685	6,653
Funds at 1 July 2000	128,687	7,155	135,842	129,191
Funds at 30 June 2001	136,278	5,249	141,527	135,844