

COMPANY REGISTRATION NUMBER SC249708

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
31 MAY 2009**

Charity Number SC 034864

SATURDAY



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SCT 24/10/2009 909
COMPANIES HOUSE

R W M & K M MACKENZIE & CO

Chartered Accountants
Geanies House
TAIN
Ross-shire
IV20 1TW

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

CONTENTS	PAGE
Members of the Board and professional advisers	1
Directors' Annual Report	2
Independent examiner's report to the members	6
Statement of financial activities (incorporating the income and expenditure account)	7
Balance sheet	8
Notes to the financial statements	9
The following pages do not form part of the financial statements	
Detailed statement of financial activities	15

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE**

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Tarbat Community Hall Group
Charity number	SC 034864
Company registration number	SC249708
Principal office	Carnegie Hall Portmahomack Tain Ross-shire
Registered office	107 High Street Invergordon Ross-shire IV18 0AB
Directors	Mr S Mitchell Mr K Aitken Mr G Tullis Mr D Carmichael Mr G Davis Mrs C Edwards Miss SJ Smart Mr D Urquhart Ms C Collard Ms E Kuiff
Secretary	Ms C Collard
Independent examiner	Peter MacKenzie, CA Geanies House Tain Ross-shire IV20 1TW
Bankers	Lloyds TSB
Solicitors	Wilsons Solicitors & Estate Agents 107 High Street INVERGORDON Ross-shire IV18 0AB

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

DIRECTORS' ANNUAL REPORT

YEAR ENDED 31 MAY 2009

The directors have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 May 2009.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE DIRECTORS

The directors who served the charity during the period were as follows:

Mr S Mitchell
Mr K Aitken
Mr G Tullis
Mr D Carmichael
Mr G Davis
Mrs C Edwards
Miss SJ Smart
Mr D Urquhart
Ms C Collard
Ms E Kuiff

STRUCTURE, GOVERNANCE AND MANAGEMENT

Tarbat Community Hall Group is a company limited by guarantee and is governed by its Memorandum and Articles of Association.

Responsibility, Management and Leadership

A recurring theme through this report is about commitment and the volunteer. We are lucky to have such a wide basis of support and are grateful to fellow group members for their hard work and commitment.

Some of the areas of management responsibility are as follows;

Caretaking

Each member takes one month duty as caretaker ensuring the cleanliness of the building, access for the customer as required and has responsibility for the safety of all persons using the hall plus making sure the hall is locked and secure after each event

Collectively

We examine ways of generating income for the Hall, securing the necessary licences such as public entertainment, drinks licence etc. and taking responsibility for Health and Safety, Fire Protection, Child Protection Policy, plus regulating income and expenditure.

When the opportunity arises we make application for grant assistance to help improve the facilities enjoyed by user groups.

Funding for stage lighting, sound equipment, new equipment and crockery for the café along with new chairs and tables were all achieved with help from Awards For All, donations from the Community Association, Highland Council and the Gala Committee

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

DIRECTORS' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MAY 2009

OBJECTIVES AND ACTIVITIES

The company's objectives are:

a) to promote the benefit of the inhabitants of Tarbat and its environs without distinction of sex, sexuality, political, religious or other opinions by associating the local statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities, or assist in the provision of facilities, in the interest of social welfare for recreation and other leisure-time occupation so that their conditions of life may be improved.

And in furtherance thereof but otherwise

b) to develop, maintain, operate and manage the building known as the Carnegie Hall, Portmahomack for the benefit of all persons resident in or visitors to the area of benefit.

ACHIEVEMENTS AND PERFORMANCE

The Hall makes provision for a variety of groups and organisations on a regular basis and we are lucky to have so many active groups with their helpers and organisers all contributing greatly to the social life of the village. The committee would like to thank

Bobby Barr - Over 60's and carpet Bowls
Donna Mackay - Baby and Toddlers Group
Stan Mitchell - Table Tennis and Badminton
Charlette Edwards - Tuesday Lunch Club
Heather and Ellie - Ceilidh Dancing
Carol and Kate - Youth Club
Sheila Sparkes - Yoga
Anna Brady - Craft Club
Jacqueline Mackay and the Ladies Club

Other classes enjoyed are;

Taoist Tai Chi
Fitness For Everybody
Art Class
Music evening

SPECIAL EVENTS

The past year is probably best remembered as a year of wedding celebrations and we wish all the couples every success in the future. They have helped to demonstrate that the Hall is able to cater for small wedding parties.

There have been other parties, whether it's been the Ghosts and Ghouls of Halloween, celebrating your "bus pass birthday", Christmas parties and dinners or celebrating our patron saint, St Andrew, which, this year, linked with our first hiring of a professional performance "Tattie Jam" greatly helped by the generous sponsorship of a local business.

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

DIRECTORS' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MAY 2009

A Burn suppers organised by the Golf Club where we not only ate great haggis, neeps and tatties but were entertained with poetry, prose, song and dance was a great success.

We also welcomed the Scripture Union who in August provided a week of fun and games for children.

One event that brings many new people to the village and to the Hall is the annual 10k Lighthouse Race which attracts a large entry, as much for the chance to partake in the excellent tea provided by ladies of the village as a chance to race one of the best runs in the runners calendar!

A new event on a similar vain was The Highland Cycling Club Great North Race event which used the Hall as an evening stop over between the different race stages. We hope this may be repeated next year.

The Gala Committee uses the Hall as one of its main venues and once again produced a memorable week of events in and around the village both on and off the water.

An event that filled the hall was our involvement with the Blas festival when we had a capacity audience for Aly Bain and Phil Cunningham.

We wish to thank all those who have used the hall, either by hiring directly or attending an event or performance, your continued support is what makes the effort worthwhile for all those who regularly volunteer their time and effort to keep things going.

FINANCIAL REVIEW

This has been a successful year for the committee and thanks are due to the members for their hard work and also for the contribution of other volunteers, without which the Hall could not be successfully operated.

PLANS FOR FUTURE PERIODS

Thanks are due to Scottish Screen who assisted us with a grant of £5,000 towards the cost of basic digital cinema equipment to allow us to provide a minimum of monthly film shows,

An award of £5,500 from Awards for All will allow us to expand on our traditional music based audience, which has supported many of the fine local artists, by giving us an opportunity to book more non traditional, experimental professional performances of Drama, Music and Children's entertainment and thus increase our target audience.

It is hoped that the developing website Portmahomack Community will eventually allow us to do direct ticket sales and our involvement with the Promoters Arts Network will widen our potential audience and attract new entertainers and events.

Already there is demand for supplementary lighting for the hall, pelmets for the curtains and more storage space.

So on behalf of Tarbat Community Hall Management Group, thanks to all those who have led groups in the Hall, all who have participated in our programme, those who have helped financially and those unstinting volunteers who make things happen!

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

DIRECTORS' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MAY 2009

RESPONSIBILITIES OF THE DIRECTORS

The directors are responsible for preparing the Directors' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

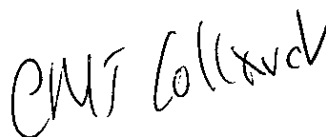
The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:
107 High Street
Invergordon
Ross-shire
IV18 0AB

Signed by order of the directors



MS C COLLARD
Charity Secretary

09/10/09

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF TARBAT
COMMUNITY HALL GROUP**

YEAR ENDED 31 MAY 2009

I report on the accounts of the charity for the year ended 31 May 2009 set out on pages 7 to 13.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER

The charity's trustees (who are also the directors of Tarbat Community Hall Group for the purposes of company law) 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 charity's trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to state, on the basis of my examination as required under section 44(1) (c) of the Act, 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 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 seeking explanations from you as 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 whether the accounts present a 'true and fair view'.

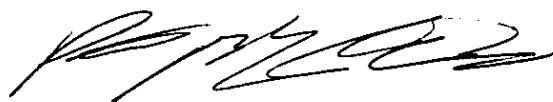
INDEPENDENT EXAMINER'S STATEMENT

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 trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 386 of the Companies Act 2006); and
- accounts are prepared which agree with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Peter MacKenzie, CA
Independent examiner
Geanies House
Tain
Ross-shire
IV20 1TW

...21.10.09

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MAY 2009

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	2,599	11,687	14,286	63,982
Activities for generating funds	3	19,612	—	19,612	11,322
Investment income	4	1,779	—	1,779	35
TOTAL INCOMING RESOURCES		<u>23,990</u>	<u>11,687</u>	<u>35,677</u>	<u>75,339</u>
RESOURCES EXPENDED					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	5	(7,708)	—	(7,708)	(2,180)
Charitable activities	6/7	(6,494)	(6,377)	(12,871)	(4,509)
Governance costs	8	(1,221)	—	(1,221)	(504)
TOTAL RESOURCES EXPENDED		<u>(15,423)</u>	<u>(6,377)</u>	<u>(21,800)</u>	<u>(7,193)</u>
NET INCOMING RESOURCES BEFORE TRANSFERS	9	8,567	5,310	13,877	68,146
Transfer between funds	10	<u>15,187</u>	<u>(10,118)</u>	<u>5,069</u>	—
NET INCOME FOR THE YEAR		23,754	(4,808)	18,946	68,146
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>398,394</u>	<u>9,000</u>	<u>407,394</u>	<u>339,248</u>
TOTAL FUNDS CARRIED FORWARD		<u>422,148</u>	<u>4,192</u>	<u>426,340</u>	<u>407,394</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 9 to 13 form part of these financial statements.

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MAY 2009

	Note	2009 £	2008 £
FIXED ASSETS			
Tangible assets	12	397,919	396,739
CURRENT ASSETS			
Debtors	13	36	1,070
Cash at bank		29,559	19,761
		29,595	20,831
CREDITORS: Amounts falling due within one year	14	(1,174)	(10,176)
NET CURRENT ASSETS		28,421	10,655
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>426,340</u>	<u>407,394</u>
FUNDS			
Restricted income funds	15	4,192	9,000
Unrestricted income funds	16	422,148	398,394
TOTAL FUNDS		<u>426,340</u>	<u>407,394</u>

The directors are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the members of the committee on the 17/9/09 and are signed on their behalf by:



W.K. Aitken
Director & Chairman

The notes on pages 9 to 13 form part of these financial statements.

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 and the Companies Act 2006.

Cash flow statement

The directors have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Donations

Donations are recorded as received.

Grants

Grants receivable are recorded when the grant is approved, provided there are no conditions which have not been met.

No grants are paid.

Netting off of income and expenditure

There are instances of netting expenditure against income in fundraising where it has not been practical to have separate records.

Fund accounting

Where the use of funds received are stipulated, such funds are allocated to a Restricted Fund. Expenditure relating thereto is also allocated against this fund.

Fixed assets

All fixed assets are initially recorded at cost.

The Leasehold property represents costs relating to the restoration of the Carnegie Hall, Portmahomack, which is currently leased from the Highland Council.

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

1. ACCOUNTING POLICIES *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Plant & Equipment 20% RB

No depreciation is charged against the building on the basis that the building will be maintained in good order.

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Donations				
Donations	421	—	421	1,218
Grants receivable				
Awards for All	—	5,500	5,500	—
Big Lottery	—	—	—	7,035
CEDF	—	—	—	6,694
Tarbat Community Council	—	—	—	500
HICEC	—	—	—	12,124
Highland 2007	—	—	—	2,900
Highland Council	2,000	—	2,000	14,964
RACE	—	1,226	1,226	13,765
Scottish Executive	—	—	—	4,782
Hi-Arts - Regional Screen Scotland	—	4,961	4,961	—
Subscriptions	178	—	178	—
	<u>2,599</u>	<u>11,687</u>	<u>14,286</u>	<u>63,982</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Fundraising events	9,363	9,363	6,948
Hall Rental	6,982	6,982	3,518
Cafe Rent	3,267	3,267	856
	<u>19,612</u>	<u>19,612</u>	<u>11,322</u>

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

4. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£
Bank interest receivable	<u>1,779</u>	<u>1,779</u>	<u>35</u>

5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£
Fundraising costs	<u>7,708</u>	<u>7,708</u>	<u>2,180</u>

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£	£
Awards for All	—	1,308	1,308	—
Hi-Arts	—	5,069	5,069	—
Support costs	<u>6,494</u>	—	<u>6,494</u>	<u>4,509</u>
	<u>6,494</u>	<u>6,377</u>	<u>12,871</u>	<u>4,509</u>

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Direct costs	Support costs	Total Funds 2009	Total Funds 2008
	£	£	£	£
Hall operations	—	6,494	6,494	4,509
Awards for All	1,308	—	1,308	—
Hi-Arts	<u>5,069</u>	—	<u>5,069</u>	—
	<u>6,377</u>	<u>6,494</u>	<u>12,871</u>	<u>4,509</u>

8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£
Accountancy fees	1,036	1,036	756
Audit fees	—	—	(415)
Bank Service Charges, etc	<u>185</u>	<u>185</u>	<u>163</u>
	<u>1,221</u>	<u>1,221</u>	<u>504</u>

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

9. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging/(crediting):

	2009	2008
	£	£
Depreciation	3,120	—
Auditors' fees	<u>—</u>	<u>(415)</u>

10. FUND TRANSFERS

When a Restricted Fund project is complete, any surplus or deficit is transferred to the Hall Operations unrestricted fund as a contribution to overhead costs.

The projection equipment purchased through Hi-Arts funding - value £5,069 - has been transferred to Plant and Machinery.

11. STAFF COSTS AND EMOLUMENTS

No salaries or wages have been paid to employees, including the members of the committee, during the year.

12. TANGIBLE FIXED ASSETS

	Land and buildings £	Other plant & machinery etc. £	Total £
COST			
At 1 June 2008	383,359	13,380	396,739
Additions	(998)	5,298	4,300
At 31 May 2009	<u>382,361</u>	<u>18,678</u>	<u>401,039</u>
DEPRECIATION			
Charge for the year	—	3,120	3,120
At 31 May 2009	<u>—</u>	<u>3,120</u>	<u>3,120</u>
NET BOOK VALUE			
At 31 May 2009	<u>382,361</u>	<u>15,558</u>	<u>397,919</u>
At 31 May 2008	<u>383,359</u>	<u>13,380</u>	<u>396,739</u>

There is a Standard Security over the Leasehold property in favour of Big Lottery Fund for the duration of the lease.

The Lease of the Carnegie Hall lasts for 25 years commencing on 21 August 2006.

A provision of £9,000 was made in the 2007 accounts for payment of the final contractor invoices relating to the renovation of the Hall. The total of the final invoices amounted to £8,002 with the overprovision of £998 now credited to Land and Buildings.

TARBAT COMMUNITY HALL GROUP COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

13. DEBTORS

	2009 £	2008 £
Income tax recoverable	36	96
Prepayments	—	974
	<u>36</u>	<u>1,070</u>

14. CREDITORS: Amounts falling due within one year

	2009 £	2008 £
Other creditors	<u>1,174</u>	<u>10,176</u>

15. RESTRICTED INCOME FUNDS

	Balance at 1 Jun 2008 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 May 2009 £
Main Project Funds	9,000	1,226	—	(10,226)	—
Awards for All	—	5,500	(1,308)	—	4,192
Hi-Arts	—	4,961	(5,069)	108	—
	<u>9,000</u>	<u>11,687</u>	<u>(6,377)</u>	<u>(10,118)</u>	<u>4,192</u>

16. UNRESTRICTED INCOME FUNDS

	Balance at 1 Jun 2008 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 May 2009 £
General Funds	<u>398,394</u>	<u>23,991</u>	<u>(15,424)</u>	<u>15,187</u>	<u>422,148</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds:			
Awards for All	—	4,192	4,192
Unrestricted Income Funds	397,919	24,229	422,148
Total Funds	<u>397,919</u>	<u>28,421</u>	<u>426,340</u>

18. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and has no share capital.

**TARBAT COMMUNITY HALL GROUP
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MAY 2009

**The following pages do not form part of the statutory financial statements
which are the subject of the independent examiner's report on page 6.**