

Charity number: SC034864

Company number: SC249708 (Scotland)

The Tarbat Community Hall Group
Report of the Trustees and Unaudited Financial Statements

For the year ended 31 May 2015

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The Tarbat Community Hall Group
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For the year ended 31 May 2015

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**The Tarbat Community Hall Group
Report of the Trustees
For the year ended 31 May 2015**

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 May 2015.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity registration number	SC034864
Company registration number	SC249708 (Scotland)
Principal address	Carnegie Hall Well Street Portmahomack, Tain Ross-shire, IV20 1YD
Trustees	T S Mitchell W K Aitken D Carmichael G Davis C Edwards S Gordon D Urquhart S J Carroll D C Rae M G Aitken (Appointed 16 September 2015) C Collard
Secretary	Mrs M Aitken
Independent examiner	Peter H MacKenzie, CA Innes & Partners Limited Geanies House Tain Ross-shire IV20 1TW
Bankers	Lloyds TSB Inverness Branch PO Box 1000 BX4 7SB
Solicitors	Wilsons, Solicitors & Estate Agents 107 High Street Invergordon Ross-shire IV18 0AB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of trustees

New trustees can be invited or can request to join the board. Existing trustees will approve such appointments at a board meeting.

Induction of new trustees is carried out informally by existing members.

**The Tarbat Community Hall Group
Report of the Trustees Continued
For the year ended 31 May 2015**

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.

The Hall makes provisions 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 Tarbat Community Hall Group
Report of the Trustees Continued
For the year ended 31 May 2015**

ACHIEVEMENTS AND PERFORMANCE

The committee would like to thank:

Tom Semple - Over 60's and carpet Bowls
Moirra Everett - Baby and Toddlers Group
Stan Mitchell - Table Tennis
Emma and Jane - Film Club
Heather McRae - Ceilidh Dancing
Sheila Sparkes - Yoga
Douglas Gordon - Photography Club
Rhona Mackenzie - Craft Club
Rhoda Mackay/Rosemary Mac Nab - Ladies Club
Taoist Tai Chi Club
Stan Mitchell - Wellbeing Fitness Class and Otago Group
Moirra Aitken - Art Club
Steve Carroll and his team of volunteers with the help of Tain Runners for the annual 10k Race.

We have been successful in recruiting new members of the management committee to assist in the running of the Hall and are happy to welcome Pamela Duff, Michelle Cadger, Carol Summers, and Kate Dane I am sure their youth and enthusiasm will only benefit our community.

In addition a number of individuals attend monthly meetings on an ad hoc basis, to assist the Directors in the ongoing duties and management of the hall, volunteer for caretaking rota or helped in promoting and running special events therefore, we would like to thank John Mackay (Treasurer), Denise Carroll, George Terry, Dave Mackay, Alistair MacLean, Heather McRae, Catherine Urquhart, Lynne Cook, Jean Rae, Wilma Dawson, Brenda Hodgson, Cheryl Macintosh, John Mackenzie and Hamish Skinner for their contribution in this past year.

Special thanks to John Oliver for going beyond all our expectations and Anna for creating a truly magnificent display along the steps to Castle Street.

The last AGM saw a change with Kenny's resignation from the chair after a period of almost eight years. The year itself at last brought about the culmination of the Community Garden and Terrace with the additional benefit of repairs to St. Colman's Well and the repair of the wall up to Castle Street and I am sure that the 250 or so people that attended the inaugural (to what was both a memorial for Jean Bridgeford and a celebration of a community coming together) will have demonstrated the pride and pleasure we have in our village of Portmahomack. It is hoped that the results have gainsaid any previous criticism and have been value for money and we wish to reiterate our thanks to all those groups and individuals who contributed financially and in kind and labour. The view of the Garden and Terrace on the few sunny days we had in late August and September has surpassed most peoples expectations as plants and trees have mainly flourished! - unfortunately along with the grass! The grass is still a slight bone of contention for our aging small group of grass cutters, perhaps Tom's dream of a signed path/walk way through this ever growing arboretum could help matters, but willing volunteers to share the load would do a lot to help.

A further demonstration of our community spirit and a willingness to do what's important for all was the purchase of a defibrillator in conjunction with the Gala committee with over 20 volunteers turning out to learn how the machine worked, grateful thanks to Tom Semple for his active involvement in this project.

The Hall programme has continued with the loss of the badminton club being our only set back but we now have a flourishing camera club whose regular field trips are a delight for our keen photographers.

The 10K race on the 25th April 2015 was a particular success this year and once again the sumptuous feast provided by the ladies of the Port received more than their usual share of accolades, and of course many thanks to Steve and his band of intrepid helpers.

Events

A loss of approximately £400 occurred during the year 2014-15 although we did manage to make a profit on our highest costing event - the Budapest Café Orchestra, however the follow-up to the Ladies only disco diva night, the return of the popular Fiona Knowles and even Blas sales were down, the donation bucket for the concert at New Year was a bit of a disaster as was the first poor attendance at the New Year Dance. We had considered cancelling the Dance this year (Saturday 2nd January) but have decided to give it another chance with tickets going on sale late November. The Film sessions went ahead on an ad hoc basis with Emma and Jane's support and provided a steady donation of funds. A funding submission for a promoters grant was made for the 2015-16 session and has been successful, with an initial start-up of £800.

**The Tarbat Community Hall Group
Report of the Trustees Continued
For the year ended 31 May 2015**

We wish to recognise and thank the volunteers who have joined the caretakers rota and to express gratitude to all our volunteers who provide invaluable assistance in the organisation and running of such events as the Art Exhibition, concerts, plays and performances.

The Future

Since the inception of Tarbat Community Hall Groups in May 2003 we have shown our willingness to lead and/ or support actions and groups in the village and wider area, by working jointly or sharing assets and ideas.

Having attended the Gala AGM in October 2015 I am sure we are all aware how important it is that channels of communication at all levels are open and transparent, that we value our heritage but are willing to move forward with the times.

At a time when we are all dependant on funding both internally and externally when resources are limited or changes are thrust upon us it is important that we work together as an informed and cohesive unit, Discussions have been held with some of the other community organisations in Portmahomack and it is clear that there is an opportunity for those involved in all aspects of our community well-being to come together to share experiences and problems on, say, an annual basis. In this way like-minded groups could help and support each other and possibly avoid duplication of efforts.

The Trustees continue to investigate the possibility to purchase the Hall as an asset for the Community.

FINANCIAL REVIEW

Reserves policy

Our principal sources of funding are revenue from Hall Rentals and Cafe Rent but we are most grateful to Highland Council for the annual hall grant assistance of £1,000.

We aim to maintain our cash resources at a level which would cover at least 12 months costs.

RESPONSIBILITIES OF THE TRUSTEES

The Trustees, who are also directors for the purposes of company law, are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The Trustees are required 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 of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that this basis applies.

The Trustees are responsible for keeping proper accounting records which 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. They 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.

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

Approved by the Board and signed on its behalf by:


.....
Mrs M Atkin
Secretary/Trustee

26 February 2016

**The Tarbat Community Hall Group
Independent Examiners Report to the Trustees
For the year ended 31 May 2015**

I report on the accounts of the charitable company for the year ended 31 May 2015, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of trustees and examiner

The charitable company's trustees, who are also directors 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 (as amended). The charitable company's trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the 2006 Accounts 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 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charitable company 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 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
- 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.

26 February 2016


.....
Peter H MacKenzie, CA

Innes & Partners Limited
Geanies House
Tain
Ross-shire
IV20 1TW

The Tarbat Community Hall Group
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 May 2015

	Notes	Unrestricted funds £	Restricted funds £	2015 £	2014 £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income	2	1,742	1,000	2,742	9,500
Activities for generating funds	3	4,936	-	4,936	5,951
Investment income	4	1,677	-	1,677	1,593
Incoming resources from charitable activities	5	8,618	-	8,618	7,723
Total incoming resources		16,973	1,000	17,973	24,767
Resources expended					
Costs of generating funds					
Fundraising trading: costs of goods sold and other costs	6	(5,036)	-	(5,036)	(5,004)
Charitable activities	7/8	2,469	(12,858)	(10,389)	(11,920)
Governance costs	9	(639)	-	(639)	(795)
Total resources expended		(3,206)	(12,858)	(16,064)	(17,719)
Net income/expenditure before transfers		13,767	(11,858)	1,909	7,048
Transfers					
Gross transfers between funds		(4,564)	4,564	-	-
Net movement in funds		9,203	(7,294)	1,909	7,048
Reconciliation of funds					
Total funds brought forward		426,154	7,294	433,448	426,400
Total funds carried forward		435,357	-	435,357	433,448

The Tarbat Community Hall Group**Balance Sheet****As at 31 May 2015**

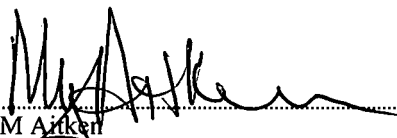
	Notes	2015 £	2014 £
Fixed assets			
Tangible assets	13	404,703	394,615
		<u>404,703</u>	<u>394,615</u>
Current assets			
Cash at bank and in hand		31,554	40,007
Creditors: Amounts falling due within one year	14	<u>(900)</u>	<u>(1,174)</u>
Net current assets		<u>30,654</u>	<u>38,833</u>
Net assets		<u>435,357</u>	<u>433,448</u>
The funds of the charity			
Restricted income funds	15	-	7,294
Unrestricted income funds	15	435,357	426,154
Total funds		<u>435,357</u>	<u>433,448</u>

For the year ended 31 May 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved and authorised for issue by the Board and signed on its behalf by:



.....
Mrs M Aitken

26 February 2016

The Tarbat Community Hall Group
Notes to the Financial Statements
For the year ended 31 May 2015

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Accounts (Scotland) Regulations 2006 (as amended), the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities (2005).

Statement of Financial Activities

For the purpose of the Statement of Financial Activities as shown on page 7, funds are defined as follows:

Unrestricted funds comprise income received for the objects of the company without further specified purpose and are available as general funds or are placed with designated funds which can be used for purposes in agreement with its charitable objectives.

Restricted funds comprise income which has been received for the objects of the company and specified for a restricted purpose within these objects by the donor.

Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure.

Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and machinery	20% Reducing balance
Fixtures and fittings	20% Reducing balance

2. Voluntary income

	Unrestricted funds	Restricted funds	2015	2014
	£	£	£	£
Donations received	742	1,000	1,742	7,500
Grants received	1,000	-	1,000	2,000
	<u>1,742</u>	<u>1,000</u>	<u>2,742</u>	<u>9,500</u>

The Tarbat Community Hall Group
Notes to the Financial Statements Continued
For the year ended 31 May 2015

3. Incoming resources from activities for generating funds

	2015 £	2014 £
Unrestricted funds		
Fund raising events	4,189	5,951
Other income for generating funds	747	-
	<u>4,936</u>	<u>5,951</u>

4. Investment income

	2015 £	2014 £
Unrestricted funds		
UK bank interest receivable	8	8
Other UK investment income	1,669	1,585
	<u>1,677</u>	<u>1,593</u>

5. Incoming resources from charitable activities

	2015 £	2014 £
Unrestricted funds		
Hall Rental		
Income from charitable activities	<u>4,735</u>	<u>3,629</u>
	4,735	3,629
Cafe Rent		
Income from charitable activities	<u>3,883</u>	<u>4,094</u>
	3,883	4,094
	<u>8,618</u>	<u>7,723</u>

6. Fundraising trading: cost of goods sold and other costs

	2015 £	2014 £
Unrestricted funds		
Fund raising events	<u>5,036</u>	<u>5,004</u>
	5,036	5,004

The Tarbat Community Hall Group
Notes to the Financial Statements Continued
For the year ended 31 May 2015

7. Costs of charitable activities by fund type

	Unrestricted funds	Restricted funds	2015	2014
	£	£	£	£
St Colman's Well and Garden Terrace work	(12,858)	12,858	-	206
Support costs	10,389	-	10,389	11,714
	<u>(2,469)</u>	<u>12,858</u>	<u>10,389</u>	<u>11,920</u>

8. Costs of charitable activities by activity type

	Activities undertaken directly	Support costs	2015	2014
	£	£	£	£
Hall Rental	-	7,775	7,775	8,084
St Colman's Well and Garden Terrace work	-	-	-	206
Depreciation of owned assets	2,614	-	2,614	3,630
	<u>2,614</u>	<u>7,775</u>	<u>10,389</u>	<u>11,920</u>

9. Governance costs

	2015	2014
	£	£
Accountancy fees	626	782
Legal fees	13	13
	<u>639</u>	<u>795</u>

10. Analysis of support costs

	2015	2014
	£	£
Hall Rental		
Post & Stationery	242	330
Other professional fees	-	348
Insurance	1,430	1,701
Light & Heat	3,067	4,191
Repairs & maintenance	2,241	1,514
Internet, licenses & permits, etc.	795	-
	<u>7,775</u>	<u>8,084</u>

The Tarbat Community Hall Group
Notes to the Financial Statements Continued
For the year ended 31 May 2015

11. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2015	2014
	£	£
Depreciation of owned fixed assets	2,614	3,630
Accountancy fees	626	782

12. Trustee remuneration and related party transactions

No remuneration has been paid to trustees and no expenses have been reimbursed to trustees in this year or in the previous year.

13. Tangible fixed assets

Cost or valuation	Land and buildings £	Plant and machinery £	Total £
At 01 June 2014	380,294	34,271	414,565
Additions	11,888	864	12,752
Disposals	-	(50)	(50)
At 31 May 2015	<u>392,182</u>	<u>35,085</u>	<u>427,267</u>
Depreciation			
At 01 June 2014	-	19,950	19,950
Charge for year	-	2,614	2,614
At 31 May 2015	<u>-</u>	<u>22,564</u>	<u>22,564</u>
Net book values			
At 31 May 2015	<u>392,182</u>	<u>12,521</u>	<u>404,703</u>
At 31 May 2014	<u>380,294</u>	<u>14,321</u>	<u>394,615</u>

During the current year £11,888 was expended on refurbishment of the St Colman's Well and on the creation of the Terrace Garden. This expenditure has been recorded as Direct Charitable Activity expense, and as such is reflected in the Statement of Financial Activities. However, the cost of the project is considered to be an increase in the value of the Property of the company, accordingly the cost has been transferred to Fixed Assets.

The Tarbat Community Hall Group
Notes to the Financial Statements Continued
For the year ended 31 May 2015

14. Creditors: amounts falling due within one year

	2015	2014
	£	£
Accruals and deferred income	900	1,174
	<u>900</u>	<u>1,174</u>

15. Movement in funds

Unrestricted Funds

	Balance at 01/06/2014	Incoming resources	Outgoing resources	Transfers	Balance at 31/05/2015
	£	£	£	£	£
<i>General</i>					
General	426,154	16,973	(3,206)	(4,564)	435,357
	<u>426,154</u>	<u>16,973</u>	<u>(3,206)</u>	<u>(4,564)</u>	<u>435,357</u>

Purpose of Unrestricted Funds

General

To run the Tarbat Community Hall.

Restricted Funds

	Balance at 01/06/2014	Incoming resources	Outgoing resources	Transfers	Balance at 31/05/2015
	£	£	£	£	£
St Colman's Well & Terrace	7,294	1,000	(12,858)	4,564	-
	<u>7,294</u>	<u>1,000</u>	<u>(12,858)</u>	<u>4,564</u>	<u>-</u>

Purpose of restricted funds

St Colman's Well & Terrace

To create a garden terrace and to clean up and refurbish St Colman's Well.

The Tarbat Community Hall Group
Notes to the Financial Statements Continued
For the year ended 31 May 2015

16. Analysis of net assets between funds

	Tangible fixed assets	Net current assets	Net Assets
	£	£	£
Unrestricted funds			
<i>General</i>			
General	404,703	30,654	435,357
Restricted funds			
	<u>404,703</u>	<u>30,654</u>	<u>435,357</u>