

**EAST HAVEN  
TOGETHER**

**Scottish Charitable  
Incorporated  
Organisation (SCIO)**

**SC045824.**

**Trustees' Annual Report and  
Financial Statements for the  
year ended  
01 April 2016 – 31 March 2017**

## **East Haven Together**

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## **East Haven Together**

### **TRUSTEES' ANNUAL REPORT**

The trustees have pleasure in presenting their inaugural accounts report together with the financial statements and the independent examiners report for the year to 01 April 2016 to 31 March 2017.

### **REFERENCE AND ADMINISTRATIVE INFORMATION**

#### **Charity Name**

East Haven Together

**Charity No:** SC045824.

**Registered Address:** Rockville, East Haven, Angus DD7 6LQ

#### **Trustees as at 31 March 2017**

Wendy Murray (Lead Trustee)

Dareena Scott (Treasurer)

Ethel Aberdein (Treasurer)

Sandie Wright

Ian Bancroft

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Constitution and Membership**

East Haven Together is a Scottish Charitable Incorporated Organisation which was granted charitable status by OSCR on 23 July 2015. It is governed by its constitution which was adopted on 23 July 2015.

Membership is open to any person aged 16 or over who, in the view of the charity trustees, demonstrates a genuine commitment to further the purposes of the SCIO as outlined in section 4 of the constitution.

#### **Appointment of Trustees**

The maximum number of Trustees is six. Application to become a Charity Trustee is made in accordance with sections 54 – 64 of the East Haven Together constitution which can be downloaded from the charity web-site [www.easthavenangus.com](http://www.easthavenangus.com)

#### **Management**

Members and trustees work together to agree priorities year by year based on a sustainability strategy and the charitable aims of the organisation. Individual members and trustees lead on various projects whilst the Lead Trustee has an overview of all activities and takes overall responsibility for achieving agreed outcomes.

The trustees are particularly aware of their responsibilities for Health and Safety and regularly undertake risk assessments for specific activities. In addition to comprehensive insurance the Lead Trustee holds a disclosure certificate under the Protection of Vulnerable Groups (PVG) Scheme.

# East Haven Together

## TRUSTEES' ANNUAL REPORT (continued)

### Public Information

- The constitution is published on [www.easthavenangus.com](http://www.easthavenangus.com)
- A communication strategy is published on [www.easthavenangus.com](http://www.easthavenangus.com)
- A web-site privacy policy is published on [www.easthavenangus.com](http://www.easthavenangus.com)
- A leaflet about the charity has been published
- A data protection policy is published on the web-site [www.easthavenangus.com](http://www.easthavenangus.com)

East Haven Together has its own Facebook page 'Our East Haven'

### OBJECTIVES and ACTIVITIES

#### Charitable Purpose

East Haven Together promotes; the advancement of citizenship and community development; and the advancement of environmental protection and improvement. It achieves its charitable purpose by;

- Protecting the natural heritage of East Haven
- Protecting and promoting the heritage of East Haven
- Protecting and enhancing the natural environment of East Haven
- Promoting the needs and interests of East Haven and its residents.
- Developing and maintaining a sustainable community
- Protecting wildlife

#### Activities

All the activities of the charity link directly to East Haven Together's charitable aims and sustainability strategy. Consequently, activities often focus on environmental activities including gardening and conservation.

#### Achievements and Performance

During the accounting period the charity was awarded a Gold in the Beautiful Scotland Awards, Best Coastal Village Trophy and the Garden for Life Biodiversity Award. East Haven was also awarded the first community led beach award on mainland Scotland.

## East Haven Together

### TRUSTEES' ANNUAL REPORT (continued)

#### FINANCIAL REVIEW

##### East Haven Together – Income sources

The charity's main source of income is derived from donations made at the public toilets (Wee Gallery at the Heritage Point) gifts and specific grants. East Haven Together is very grateful for all the public donations received at the Heritage Point during the accounting period.

##### Reserves Policy

The Trustees policy is to maintain reserves which cover twelve months of normal running costs in order to meet our annual on-going commitments and to cover unexpected expenditure. Annual on-going commitments relate to the cost of maintaining the web-site [www.easthavenangus.co.uk](http://www.easthavenangus.co.uk), insurance, accounting and equipment servicing. Our reserves at the 31<sup>st</sup> March 2017 totalled £1,980.88 (2016 - £1,121.32).

#### PLANS FOR FUTURE PERIODS

The trustees regularly consult with members and other stakeholders to agree short and long term priorities. Extensive consultation was undertaken with residents over the winter months and key priorities are to build a community petanque course, hold a summer festival involving food and music and maintain our gardening and conservation activities.

**Approved by Trustees on and signed on their behalf by**

**Wendy Murray, Lead Trustee**

**Signed**



**Date**

27. 12. 2017

### Statement of responsibilities of the Trustees

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

The law applicable to charities in Scotland requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period. In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## East Haven Together

### Statement of Receipts and Payments for the year ended 31<sup>st</sup> March 2017

|                                   | Note | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>Year<br>ended<br>31/03/17 | Total Funds<br>Period<br>ended<br>31/03/16 |
|-----------------------------------|------|-----------------------|---------------------|--|--|
|                                   |      | £                     | £                   | £  | £  |
| <u>Receipts</u>                   |      |                       |                     |  |  |
| <u>Voluntary Receipts</u>         |      |                       |                     |  |  |
| Donations                         | 5    | 1,463.26              | 1,039.69            | 2,502.95                                 | 5,196.99                                   |
| Grants                            | 5    | -                     | 10,367.60           | 10,367.60                                | -  |
| Book and CD sales                 |      | 19.00                 | -                   | 19.00                                    | 49.00                                      |
| <u>From Charitable Activities</u> |      |                       |                     |  |  |
| Wee Gallery Donations             |      | 1,215.82              | -                   | 1,215.82                                 | -  |
| Heritage Point Income             |      | -                     | -                   | -  | 561.72                                     |
| Total Receipts                    |      | 2,698.08              | 11,407.29           | 14,105.37                                | 5,807.71                                   |
| <u>Payments</u>                   |      |                       |                     |  |  |
| Fundraising Costs                 | 6    | 200.00                | 5,297.44            | 5,497.44                                 | 515.49                                     |
| Cost of Charitable<br>Activities  | 6    | 2,528.45              | 1,730.92            | 4,259.37                                 | 3,970.90                                   |
| Governance Costs                  | 6    | 71.00                 | -                   | 71.00                                    | 200.00                                     |
| Purchase of Fixed Assets          |      | -                     | 3,418.00            | 3,418.00                                 | -  |
| Total Payments                    |      | 2,799.45              | 10,446.36           | 13,245.81                                | 4,686.39                                   |
| Surplus/(Deficit) for the<br>year |      | (101.37)              | 960.93              | 859.56                                   | 1,121.32                                   |
| Transfers between Funds           |      | -                     | -                   | -  | -  |
| Surplus/(Deficit) for the<br>year |      | (101.37)              | 960.93              | 859.56                                   | 1,121.32                                   |

## East Haven Together

Statement of Balances as at 31<sup>st</sup> March 2017

| Note                             | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Year<br>ended<br>31.03.17 | Total<br>Period<br>ended<br>31/03/16 |
|----------------------------------|-----------------------|---------------------|------------------------------------|--------------------------------------|
|                                  | £                     | £                   | £                                  | £                                    |
| Opening Cash at Bank and In Hand | 1,121.32              | -                   | 1,121.32                           | -                                    |
| Surplus/(Deficit) for the year   | (101.37)              | 960.93              | 859.56                             | 1,121.32                             |
| Closing Cash at Bank and In Hand | <u>1,019.95</u>       | <u>960.93</u>       | <u>1,980.88</u>                    | <u>1,121.32</u>                      |

### Bank and Cash Balances

|                      |                 |               |                 |                 |
|----------------------|-----------------|---------------|-----------------|-----------------|
| Bank Current Account | 1,002.55        | 960.93        | 1,963.48        | 1,103.92        |
| Petty Cash in Hand   | 17.40           | -             | 17.40           | 17.40           |
|                      | <u>1,019.95</u> | <u>960.93</u> | <u>1,980.88</u> | <u>1,121.32</u> |

### Other Assets

|                                   |                 |                 |
|-----------------------------------|-----------------|-----------------|
| Stock of memories books and CDS   | 567.00          | 714.00          |
| Wooden Flower Boats               | 156.00          | 312.00          |
| Bench at Bothy                    | 240.00          | 300.00          |
| Carved Benches                    | 80.00           | 200.00          |
| Heritage Boards at Heritage Point | 562.50          | 900.00          |
| 10 Litter Pickers and Hoops       | 120.00          | 300.00          |
| Non-Sea worthy Boat               | 4.00            | 10.00           |
| Notice Board                      | 80.00           | 200.00          |
| Commemorative Bench               | 320.00          | 800.00          |
| Lawnmower                         | 385.00          | 673.00          |
| Potting Shed                      | 960.00          | 1,200.00        |
| Heritage Board and Cairn          | 250.00          | 333.00          |
| Fridge                            | 45.00           | 75.00           |
| Burco Boiler                      | -               | 50.00           |
| Dinghy on Traffic Island          | -               | 10.00           |
| Barbecue Equipment                | -               | 80.00           |
| Night Vision monocular            | 489.00          | -               |
| Wild-game Night Camera            | 199.00          | -               |
| Walking Scythe                    | 2,730.00        | -               |
|                                   | <u>7,187.50</u> | <u>6,157.00</u> |



## East Haven Together

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

#### 1. Basis of Accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the charities & Trustee Investment (Scotland) Act 2005 and the Charities Account (Scotland) Regulations 2006 (as amended)

#### 2. Nature and Purpose of Funds

Unrestricted funds are those which may be used at the discretion of the trustees in furtherance of the objects of the charity. The Trustees maintain a single unrestricted fund for the day-to-day running of the charity. During the accounting period income of £2,698.08 was received into unrestricted funds.

Restricted funds may only be used for a specific purpose. Restrictions arise when specified by the donor or when funds are raised for specific purposes. During the accounting period the charity received £11,407.29 restricted funding.

#### 3. Related Party Transactions

The charity's insurance policy was renewed on 1 November 2016 at a cost of £266.48. Insurance includes public liability insurance of £5,000,000.

#### 4. Special Funding received

Trustees and members are very grateful for all donations and grants received during the period. Particular thanks go to Angus Environmental Trust for funding a Walking Scythe and a large Community BioBlitz. Angus Council for funding the "Let's Cook" event and a grant for public toilet provision. The Scottish Communities Alliance for funding a Community Learning Exchange, and Tayside Biodiversity Partnership (TBP) for additional BioBlitz funding.

|   | Note | Unrestricted Funds | Restricted Funds | Total Year ended 31/03/17 | Total Period ended 31/03/16 |
|---|------|--------------------|------------------|---------------------------|-----------------------------|
|   |      | £                  | £                | £                         | £                           |
| <b>5. Breakdown of Receipts</b>   |      |                    |                  |                           |                             |
| <b><u>Donations</u></b>   |      |                    |                  |                           |                             |
| Transfer of monies from unincorporated Association (East Haven Residents Association) |      | -                  | -                | -                         | 5,031.99                    |
| Food Festival   |      | 600.00             | -                | 600.00                    | -                           |
| Scottish Communities Alliance   |      |                    | 585.00           | 585.00                    | -                           |
| Other Misc Donations  |      | 863.26             | 454.69           | 1,317.95                  | 165.00                      |
|   |      | <b>1,463.26</b>    | <b>1,039.69</b>  | <b>2,502.95</b>           | <b>5,196.99</b>             |
| <b><u>Grants</u></b>  |      |                    |                  |                           |                             |
| Angus Council   |      | -                  | 2,675.31         | 2,675.31                  | -                           |
| Angus Environmental Trust   |      | -                  | 6,876.79         | 6,876.79                  | -                           |
| (TBP) Perth & Kinross   |      | -                  | 815.50           | 815.50                    | -                           |
|   |      | -                  | <b>10,367.60</b> | <b>10,367.60</b>          | -                           |
| <b><u>Charitable Activities</u></b>   |      |                    |                  |                           |                             |
| Wee Gallery Donations   |      | 1,215.82           | -                | 1,215.82                  | -                           |

## East Haven Together

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017 (cont)

|   | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Year<br>ended<br>31/03/17 | Total<br>Period<br>ended<br>31/03/16 |
|---|-----------------------|---------------------|------------------------------------|--------------------------------------|
|   | £                     | £                   | £                                  | £                                    |
| <b>6. <u>Breakdown of Payments</u></b>      |                       |                     |                                    |                                      |
| <b><u>Cost of Charitable Activities</u></b> |                       |                     |                                    |                                      |
| Purchases and Materials                     | 1,459.52              | 47.93               | 1,517.45                           | 72.16                                |
| Insurance                                   | 266.48                | -                   | 266.48                             | 234.06                               |
| Stationery and Advertising                  | 202.45                | -                   | 202.45                             | 342.31                               |
| Toilet refurbishment expenses               | -                     | 1,582.99            | 1,582.99                           | 989.37                               |
| Donations                                   | 600.00                | 100.00              | 700.00                             | -                                    |
| Repayment of Grant to Angus<br>Council      | -                     | -                   | -                                  | 2,327.00                             |
| Sundry Expenses                             | -                     | -                   | -                                  | 6.00                                 |
| <b>Total</b>                                | <b>2,528.45</b>       | <b>1,730.92</b>     | <b>4,259.37</b>                    | <b>3,970.90</b>                      |
| <b><u>Costs of Fundraising</u></b>          |                       |                     |                                    |                                      |
| Event Expenses                              | 200.00                | 5,297.44            | 5,497.44                           | 515.49                               |
| <b><u>Governance Costs</u></b>              |                       |                     |                                    |                                      |
| Independent Examiners Fee                   | 71.00                 | -                   | 71.00                              | 200.00                               |

### **7. Other Assets**

These assets have been included at their recoverable value estimated by the trustees.

## East Haven Together

### INDEPENDENT EXAMINERS REPORT

For the period 01 April 2016 – 31 March 2017

#### Independent Examiners Report to the Trustees of East Haven Together

I report on the financial statements of the charity for the period 01 April 2016 – 31 March 2017

#### Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10 (1) (d) of the 2006 regulations does not apply. It is my responsibility to examine the accounts as required under section (44) (1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

#### Basis of Independent Examiners Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 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 EXAMINERS 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 requirements:

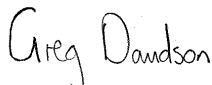
To keep accounting records in accordance with section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and

To prepare accounts which accord with the accounting records and comply with regulation 9 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.

**Greg Davidson, Accountant**



**Address:**  
71 Dalcraig Crescent  
Dundee  
DD47QX

**Date**

