

**Spott Community Association (2019)**

**Scottish Charity Number SC049814**

**Annual Report and Financial Statements  
For the year ended 31<sup>st</sup> December 2021**

**Contents**

Trustees' Annual Report For the year ended 31 December 2021 ..... 3

    Reference and Administrative Information ..... 3

Objectives and Activities ..... 4

Charitable purposes ..... 4

Activities ..... 4

Statement of Receipts and Payments for the year ended 31 December 2021 ..... 7

## Trustees' Annual Report For the year ended 31 December 2021

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31 December 2021

### Reference and Administrative Information

**Charity Name:**

Spott Community Association

**Charity Number:**

SC049814

**Address:**

Chaumiere

2 High Road

Spott

EH42 1RJ

**Current Trustees**

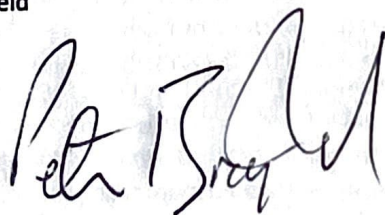
Jill Sandford                      Chair

Carey-Louise Douglas          Trustee

Anne Lyall                         Trustee

**Treasurer:**

Peter Branfield

 19/8/2022

## Objectives and Activities

The organisation has been formed to benefit the Community of Spott ("the Community"), as defined by postcode units EH42 1US, EH42 1UU, EH42 1RJ, EH42 1RL, EH42 1UY, EH42 1UX, EH42 1RA, EH42 1RD, EH42 1RE, EH42 1XY, EH42 1RH, EH42 1RN, EH42 1SJ, EH42 1UZ (the Community) with the Purposes listed in the sub-clauses hereto ("the Purposes"), to be exercised following the principles of sustainable development (where sustainable development means development which meets the needs of the present without compromising the ability of future generations to meet their own needs), namely:

## Charitable purposes

The Organisation's main purpose is consistent with furthering the achievement of sustainable development. The Organisation's purposes are:-

- a) To provide, assist in the provision of facilities for recreation or other leisure time occupation, where such provision or assistance in provision:-
  - i) is in the interests of Social Welfare; and
  - ii) is made with the object of improving the condition of life of the members of the community in the areas of benefit, and for these purposes to associate with voluntary organisations and inhabitants in the area of the benefit.
- b) To establish, maintain and manage a community centre situated in the area of benefit in so far as it is established, maintained and managed for the attainment of objectives of the Association.

## Activities

The last year has been one of change and hard work as we have cautiously moved out of lockdown and tried to learn to live with Covid. This short report will highlight achievements since the last AGM in February 2021, outline plans for the future and summarise the systems and processes now in place for the smooth running of the Association. Mostly it will offer a huge thank you to everyone on the Committee, Members and the Community for all the contributions and support they have given.

The Treasurer has provided a separate financial report. Kelly Thacker, our Events Manager, has produced a short video outlining the Lottery Grant we received and the events it enabled us to run.

## Events and Hall Bookings

The Village Hall was closed until March 2021 and re-opened with some socially distanced and Covid compliant events. A generous Lottery grant of £9,600 in January 2021 has allowed us to run events and re-open the hall under Covid regulations. This has enabled people to reconnect with the Hall or visit it for the first time. Kelly Thacker has led on this work and has done a great job in promoting these events, establishing funding from a range of sources and hosting themed events both face to face and on-line. 21 events were held in total with 155 people attending. Examples of events have included sketching, making a Christmas wreath, cooking, and head and neck massage.

Hall bookings have been strong, despite restrictions and there are a significant number of regular bookings for Yoga and dancing. Income from bookings and events has been particularly good and indeed more than pre Covid records. Thanks to Chris our Secretary for a clear and unambiguous set of terms and conditions and to Peter, our Treasurer who has developed the on-line booking and payment system.

## **Systems and processes to run the Charity**

SCA has been an incorporated charity (SCIO) registered with the Charity Regulator since December 2019. 2021/22 in particular, but not exclusively, has been marked by Committee members working on the development of the Website, Terms and Conditions for Hall bookings, and the establishment of sound financial accounting systems. We now have these systems working digitally and have been able to adopt cashless payment systems for bill and invoice paying, and the receipt of grants and donations. Just Giving is available on the Website, as is Smile with Amazon, and the ability to claim back income tax from HMRC on most donations. The e-commerce website went live on [www.spottvillage.org.uk](http://www.spottvillage.org.uk) with the facility to book the hall, generate tickets and take payment. We have a record of Members and the ability to communicate with them via email.

## **Personnel**

There has been a change of Chair, Treasurer and Secretary this year. Jill Sandford has become Chair. Peter Branfield has become Treasurer and Chris Robison has become Secretary. A big thank you to Anne Lyall for a number of years as Chair. Anne continues to be an active Trustee and a Committee Member.

## **Grants**

A summary of grants received during the last year is as follows:- May 2021 - Local Priorities Money £543, Arnold Clark £1,000 (no conditions), East Lothian Community Council for website £140, Robertson Trust £2000 (cleaning.)

Many thanks to all our supporters and those who have provided grants. They are essential to the continued running of the Association.

## **Community Right to Buy – Land Adjacent to the Hall**

Scott Community Association (SCA) was successful in September 2021 in securing a Community Right to Buy expression of interest in the land adjacent to the Hall. (see attached map). This has taken an enormous amount of work over nearly two years. Firstly, it was important to become established as a SCIO before we could even consider applying. The application process was challenging and difficult but not only was our application accepted by the Minister, it was considered a strong application. Thanks to everyone who contributed to the application. The landowner has not engaged with us since his protest was rejected by the Minister. We do have this expression of interest for five years and we can then apply again if we want to. An expression of Interest means that the land in question is flagged and the land has to be offered to SCA in the first instance. Funding for purchase would be at market rate and funding sources have been identified.

## **Cycle path to Dunbar**

Spott Community Association was awarded funding two years ago by Sustrans to look at a potential path from Spott to Dunbar to make a safe and accessible route for walking, wheeling and cycling. This has now reached the stage where draft concept designs have been produced. These will be presented to Spott Community Association committee on 7th February and a community consultation will be held later in the month.

### **Hall maintenance**

Work will commence shortly on repairs to the wall at the rear of the Hall. The Ridge (a local Dunbar Charity) is undertaking this work. Hall maintenance is an ongoing challenge and expense.

### **Membership**

It is our intention to communicate via a newsletter and email with our Membership. It is also important to increase our Membership base – being a community-based SCIO requires that we are membership led. This means involving Members in the formation of the strategic direction of the Charity. New members are welcome. There is no commitment required although any help (in person, volunteering or financial) is always gratefully received.

### **Future plans**

Purchasing the Village Hall is under consideration in an asset transfer from the local Council to the Community. Ways in which this might be achieved are being explored at the moment, as is funding. Members views will be sought before we proceed.

### **Thanks**

Once again, many thanks to the many people who have helped throughout the past year and continue to do so in so many different ways. Special thanks to the Trustees and members of the Committee.

JILL K SANDFORD

CHAIR

JANUARY 2022



19.8.22.

## Statement of Receipts and Payments for the year ended 31 December 2021

|                                       | Unrestricted<br>Receipts | Restricted<br>Receipts | Year Ended<br>31/12/2021 | Period Ended<br>30/05/2021 |
|---------------------------------------|--------------------------|------------------------|--------------------------|----------------------------|
| <b>Receipts</b>                       |                          |                        |                          |                            |
| Grants                                |                          | 9,441                  | 9,441                    | 53,567                     |
| Donations Received                    | 581                      |                        | 581                      | 1,634                      |
| Receipts from charitable activities   | 3,106                    |                        | 3,106                    |                            |
| Deposits                              | 100                      |                        | 100                      |                            |
| Rent                                  |                          |                        |                          | 30                         |
| Functions                             |                          |                        |                          | 109                        |
| Miscellaneous Income                  |                          |                        |                          | 1,937                      |
| <b>Total receipts</b>                 | <b>3,787</b>             | <b>9,441</b>           | <b>13,228</b>            | <b>57,277</b>              |
| <b>Payments</b>                       |                          |                        |                          |                            |
| Cost of charitable activities         |                          | 10,149                 | 10,149                   |                            |
| Hall expenses                         |                          | 2,607                  | 2,607                    |                            |
| Personnel expenses                    | 40                       | 2,625                  | 2,665                    |                            |
| General admin and finance expenses    | 224                      | 316                    | 540                      |                            |
| Marketing expenses                    | 31                       | 1,000                  | 1,031                    |                            |
| Miscellaneous costs                   | 197                      |                        | 197                      | 1,360                      |
| Repairs & Renovations                 |                          |                        |                          | 852                        |
| Insurance                             |                          |                        |                          | 1,662                      |
| Power                                 |                          |                        |                          | 228                        |
| Christmas Party                       |                          |                        |                          | 338                        |
| Function Costs                        |                          |                        |                          | 36                         |
| Cycle path feasibility                |                          |                        |                          | 26,080                     |
| Equipment                             |                          |                        |                          | 210                        |
| Grant specific costs                  |                          |                        |                          | 984                        |
| <b>Total Payments</b>                 | <b>492</b>               | <b>16,697</b>          | <b>17,189</b>            | <b>31,750</b>              |
| Surplus/(Deficit) for the year        | 3,295                    | (7,256)                | (3,960)                  | 25,527                     |
| Transfers between funds               | (390)                    | 390                    |                          |                            |
| <b>Surplus/(Deficit) for the year</b> | <b>2,905</b>             | <b>(6,866)</b>         | <b>(3,960)</b>           | <b>25,527</b>              |

**Statement of balances - as of 31 December 2021**

|                                  | Unrestricted<br>Funds | Restricted<br>Funds | Year Ended<br>31/12/2021 | Period<br>ended<br>30/05/2021 |
|----------------------------------|-----------------------|---------------------|--------------------------|-------------------------------|
| Opening cash at bank and in hand | 3,223                 | 24,976              | 28,199                   | 2,672                         |
| Surplus/(Deficit) for the year   | 2,905                 | (6,866)             | (3,960)                  | 25,527                        |
| Closing cash at bank and in hand | <u>6,128</u>          | <u>18,110</u>       | <u>24,238</u>            | <u>28,199</u>                 |

**Liabilities (restricted fund)**

Sustrans Cycle Path Concept Design  
addendum

13,850

Funds held by Sustrans to be claimed as consultant invoices received.



## Notes to the accounts - for the year ended 31 December 2021

### 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 Accounts (Scotland) Regulations 2006 (as amended)

### 2 Nature and purpose of funds

Unrestricted funds are those that 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 club.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

### 3 Related party transactions

No other remuneration was paid to the trustees or any connected persons during the year (2020/21:Nil)

| 4 Donations    | Unrestricted Funds | Restricted Funds | Year Ended 31/12/2021 | Period ended 30/05/2021 |
|----------------|--------------------|------------------|-----------------------|-------------------------|
|                |                    |                  |                       | 741                     |
| Cash donations | 81                 |                  | 81                    |                         |
| Ian Marrian    | 500                |                  | 500                   |                         |
|                | <u>581</u>         |                  | <u>581</u>            | <u>741</u>              |

| 5 Grants Received                        | Unrestricted Funds | Restricted Funds | Year Ended 31/12/2021 | Period ended 30/05/2021 |
|--|--------------------|------------------|-----------------------|-------------------------|
|  |                    |                  |                       | 53,567                  |
| ELCC Local priorities fund               |                    | 543              | 543                   |                         |
| ELCC Local Election                      |                    | 220              | 220                   |                         |
| ELCC Website                             |                    | 1,400            | 1,400                 |                         |
| Arnold Clark - Local events support      |                    | 1,000            | 1,000                 |                         |
| Sustrans - Cycle path concept design     |                    | 2,930            | 2,930                 |                         |
| Robertson Trust - Cleaning for events    |                    | 2,000            | 2,000                 |                         |
| ELCC - Christmass Activity and Equipment |                    | 1,349            | 1,349                 |                         |
|  |                    | <u>9,441</u>     | <u>9,441</u>          | <u>53,567</u>           |

**6 Cost of charitable activities**

|                        | Unrestricted<br>Funds | Restricted<br>Funds | Year Ended<br>31/12/2021 | Period<br>ended<br>30/05/2021 |
|------------------------|-----------------------|---------------------|--------------------------|-------------------------------|
| Repairs & Renovations  |                       |                     |                          |                               |
| Christmas Party        |                       |                     |                          | 338                           |
| Grant specific costs   |                       |                     |                          | 984                           |
| Cycle path feasibility |                       |                     |                          | 26,080                        |
| Function Costs         |                       |                     |                          | 36                            |
| Activity Costs         |                       | 3,214               | 3,214                    |                               |
| Catering               |                       | 71                  | 71                       |                               |
| Project Costs          |                       | 6,779               | 6,779                    |                               |
| Goods for resale       |                       | 85                  | 85                       |                               |
| Insurance              |                       | 1,064               | 1,064                    | 1,662                         |
| Electricity            |                       | 238                 | 238                      | 228                           |
| Maintenance            |                       | 435                 | 435                      | 852                           |
| cleaning               |                       | 870                 | 870                      |                               |
| Wages                  |                       | 2,625               | 2,625                    |                               |
| Gift                   | 40                    |                     | 40                       |                               |
| Stationary             | 140                   | 18                  | 157                      |                               |
| Consumables            | 19                    |                     | 19                       |                               |
| Equipment              | 66                    | 298                 | 364                      | 210                           |
| Marketing              | 19                    |                     | 19                       |                               |
| Website                | 12                    | 1,000               | 1,012                    |                               |
| Miscellaneous Costs    | 197                   |                     | 197                      | 1,360                         |
|                        | <u>492</u>            | <u>16,697</u>       | <u>17,189</u>            | <u>31,750</u>                 |

**7 Transfers between funds**

£390 was transferred from unrestricted funds to correct a coding error from FY 20/21

**Independent Examiner's Report to the Trustees of  
Spott Community Association (2019)**

I report on the accounts for the year ended 31 December set out on page 7 to 10.

**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 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 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 the independent examiner's report**

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 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 to 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.



Paul Ronan FCA  
G Spratt and Co  
Chartered Accountants  
3 Abbeylands  
High Street  
Dunbar  
East Lothian  
EH42 1EH

17<sup>th</sup> August, 2022