

Tullynessle & Forbes Community & Hall Association (SCIO)

Treasurer's Report to 5th April 2022

Introduction

Tullynessle & Forbes Community & Hall Association (SCIO) Financial Year runs from 6th April to 5th April.

The Association is a registered charity and therefore is regulated by OSCR, the Office of the Scottish Charity Regulator, the independent regulator & registrar for Scottish charities. The accounts are overviewed by Gordon Gunn of Bridgeton Bookkeeping, who took over the role on the 6th of April 2020, when the charity ran under the previous name of Tullynessle & Forbes Hall & Community Association. This report covers the whole year, as we began the year as Tullynessle & Forbes Hall and Community Association and then transferred everything over into the new Charity name of Tullynessle & Forbes Community & Hall Association (SCIO).

The Association's Annual Return to OSCR for the Financial Year to 5th April 2022 has not yet been submitted as we require signed Annual Accounts, Chairpersons/Trustees Report, and Treasurers Report. These documents will not be available until after this AGM. OSCR Returns can now be done online, therefore this year's return will be done once all documentation is to hand. The Annual Accounts are available for the AGM, as they will have already been inspected by Gordon by that time.

Bank Accounts

The Hall holds the following sums on account as at 5/4/22:

Clydesdale Contingency/Replacement Account– £12125.11

Clydesdale Operating Account – £2471.12

50/50 Club Account £1415

Clydesdale Surplus/Fundraising Account – 10134.79

Adapt & Thrive Grant Funds £13283.19

United Bank Investment Accounts – £23498.07

Total Monies held on account at 05/04/21 - £62927.28.

An Extraordinary General Meeting was held on the 3rd of March 2022 and it was agreed that the funds held should be split into 2 different categories. The Contingency/Replacement Account, the Operating Account, 50/50 Funds and Surplus/Fundraising Account should all be considered as 'unrestricted' whilst the 'Adapt and Thrive Grant' and Investment Account should be classified as 'restricted'. This decision was made on basis that the 'Adapt & Thrive Grant' money must be spent on certain things (or returned if not used) and the Investment funds are remaining funds from original Lottery Funding and have been set aside for improvements to the car park. The split of funds is therefore £26146.02 (unrestricted) and £36781.26 (restricted). A new Reserves Policy was also drawn up at that time, and is included as part of the Annual Accounts.

Cashbook

	Income	Expenditure
2021-2022	£ 40585.81	£ 23712.19
2020-2021	£ 18291.33	£ 15165.55
2019-2020	£ 24022.87	£ 25010.66
2018-2019	£ 23802.82	£ 24088.91
2017-2018	£ 28388.90	£ 23305.76
2016-2017	£ 31665.25	£ 26408.19
2015-2016	£ 22130.67	£ 17923.70
2014-2015	£ 22338.06	£ 23702.11
2013-2014	£ 16988.16	£ 18906.03

The main source of our income in this year came from Grants. We were very lucky to secure a grant of £16223 from Aberdeenshire Council in respect of an 'Adapt & Thrive' Grant given to help with the costs adapting our hall to meet changing needs. Smaller grants were also received to help with Furlough (£332.60) cost of Conveyancing (£397) and a baby changing unit (£124.20) Hall Hire Income was greatly improved (£10126.75) but not quite pre covid times yet, although we had several very successful fundraisers, bringing in a total of £5633. This was in the form of a Clarevoyant Evening (£947.50) Producers' Market (£1366.50) Calander (£450) Open Gardens Day (£467.50) and a Critterkeeper morning (£107). We also enjoy a very steady income now from our 50/50 Club, raising £2472 over the course of the year.

Capital Expenditure/Major Repairs.

In the financial year 2021-22, expenditure has been kept to a bare minimum again. However, we did have to do a lot of remedial work to our Emergency Lighting and Equipment (£2133) as well as pay for repairs to our heating system (£1208). We had the cost of the conveyancing to transfer all assets over from the old charity name into the new one, and although we had received some grants to assist with this, the net amount we had to pay out was £974. We bought new foot ferrules for our chairs (£378) and a new baby changing unit for our accessible toilet (£248) We purchased various pieces of equipment and laptops to allow us to offer blended meetings as part of our 'Adapt & Thrive' project so these costs were borne from those funds. The remaining costs were mainly running costs to keep the hall open, or maintained when it was closed.

Running Costs

The Committee in the past have been interested in making sure that our day to day income is not exceeded by our day to day expenditure i.e. that we are covering our running costs adequately. This section deals with our income vs expenditure for this financial year only.

The following presents income vs expenditure for the current year

Receipts

Hire of Hall	10126.75
Donations	1147.00
Compensation from SSE	470.00
Grants	17476.80
Theatre Sales	0.00
Fundraising activities	5912.78
Film Club	483.30
Equipment Sold	0.00
Bank Interest	206.63
Ragbag	212.55
50/50 Income	4550.00
Total receipts	<u>40585.81</u>

Payments:

Printing	1921.24
Entertainment Licence	490.96
50/50 Expenditure/Prizes	2177.50
Tully Bus	235.00
	<u>4824.70</u>
Payments for charitable activities:	
Property costs	7745.01
Professional fees	2210.25
Postage and stationery	378.05
Gift	153.00
Staff Costs	5009.81
Film Club	307.28
Insurances	650.47
Equipment purchased	2433.62
Total payments for charitable activities	<u>18887.49</u>
Governance costs	
Independent examiner	0.00
	<u>0.00</u>
Total payments	<u>23712.19</u>

Overall the Annual Accounts shows a surplus of £16873.62. However, if you take the 'Adapt & Thrive balance into account (£13283.19) the true surplus is £3590.43. This compares to previous years as follows:

2020-2021	£2282.95
2019-2020	£ 987.79 (deficit)
2018-2019	£ 286.09 (deficit)
2017-2018	£5083.14
2016-2017	£5257.06
2015-2016	£4206.97
2014-2015	- £1382.05 (deficit)
2013-2014	- £1917.87 (deficit)

For information, our combined Property, Pellets and Repairs & Maintenance Costs totalled £8351.27 summarised as follows:

Waste Disposal Charges				163.72
Sanitary Disposal Charges				421.68
Pellets				2429.13
Heating & Boiler Repairs				1208.00
Electricity				544.50
Fire/Burglar Alarm Charges				2133.70
Internet Charges				310.11
Floor Repairs				
Misc				1140.43

Cash Book

Number of Cash Book Entries:

- 2022 - 1015
- 2021 - 322
- 2020 - 454
- 2019 - 426
- 2018 - 437
- 2017 - 506
- 2016 - 325
- 2015 - 304
- 2014 - 245

Conclusion

Although we are showing a surplus of £16873.62 for the financial year, that figure is a bit deceptive. Of those funds, £13283.19 can only be used on our Adapt & Thrive project (or returned if unused) over £1200 is advance payments for the 50/50 club, and although the balance of our Replacement account is healthier to the tune of £2500, these funds have been set aside as a provision for replacements and repairs, and are now restricted funds. So we have just about broken even if you consider all of the above

A very thorough assessment has been carried out on our assets to measure replacement costs for larger items. The calculations were made by starting with the cost price of each item, dividing that cost price by the life expectancy in years, to give a 'depreciation' figure per annum, so we could set aside funds each year to meet the replacement cost. Although we are currently setting aside funds on a monthly basis to cover those costs, we now realise that the initial figure calculated may be on the low side and does not take into consideration such things as floor maintenance and boiler repairs. We need to review and discuss whether we wish to include 'boiler repairs' as an acceptable replacement cost, rather than set aside funds monthly to replace the boiler outright. If we do, then the monthly transfer for repairs/replacements may need to be increased accordingly. Likewise with floor maintenance.

There are also several large maintenance jobs that require consideration for example, car park tarmac. We need to consider how we might fund such work. The provision for depreciation does not cover large maintenance jobs such as this. That job will need to be put on hold until we know what the long term future holds and how quickly we can recover from the effects of the Coronavirus. In the meantime, the Reserve fund has now been changed to being 'restricted funds' for that purpose.

As things began to get back to normal, we were able to offer support to local community initiatives, by offering our 'fundraising' rates to those who might need it. Most events proved to be self sufficient and raised enough funds for the normal (community) hall hire rate to be applied. The exception to this was the Tullynessle film club, who received support to the value of £319.

We are fortunate to have a very good committee. All contribute in many ways to various parts of the roles and responsibilities required to keeping the hall running. Some are stronger with fund raising events, whilst others quietly beaver away in the background with less visible tasks, for example, general maintenance of the hall and boiler cleaning duties. Edith, our cleaner and Maureen, our administrator, do an excellent job.

According to our Strategic Plan we are a social facilitation committee as defined below:

- There is an emerging role for hall committees in which they maintain and run the premises but also adopt a proactive role of "social facilitation" in helping stimulate the use of the premises and, in particular, the creation of user groups that meet the needs of identified disadvantaged groups and people.

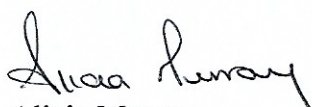
To meet this strategic direction, we have run hall events both regular and one off such as a Family Hogmanay Ceilidh, Musical Events, and First Aid Courses and Producers' Markets to name a few that contribute to our community's integration.

Going forward, we will continue to

- monitor our income vs expenditure.
- endeavour to seek out grant funding where possible.
- plan carefully for the cost of major maintenance work to ensure we have the monies available whether that be from grant funding, operating surpluses, or reserves.

- stimulate the use of the hall in areas identified in our Objectives and Strategic Plan.
- take on board the views and wishes of our community as submitted in our various Feedback initiatives.

Finally, on a personal note, I would like to thank Maureen Glennie for her support during the year. Maureen took over the role of administrator in August 2019 and has settled in well, using her own initiative when she can. Thank you also goes to Gordon Gunn, from Bridgeton Bookkeeping for steering me in the right direction and giving me advice during another challenging year, especially with the move from one Charity to another. I've no doubt I will be calling on those services again when we discuss new accounting software etc, going forward. But on the note of SCIO, by far my biggest thanks must go to Gloria, our invaluable Chairperson. Gloria has steered us all very successfully through our conversion to SCIO and has kept me on track so many times with what I needed to be doing. If I thought I had a lot of work to do, I'm sure Gloria must have had the same amount, tenfold. So many, many thanks Gloria.



Alicia Murray

16/05/22