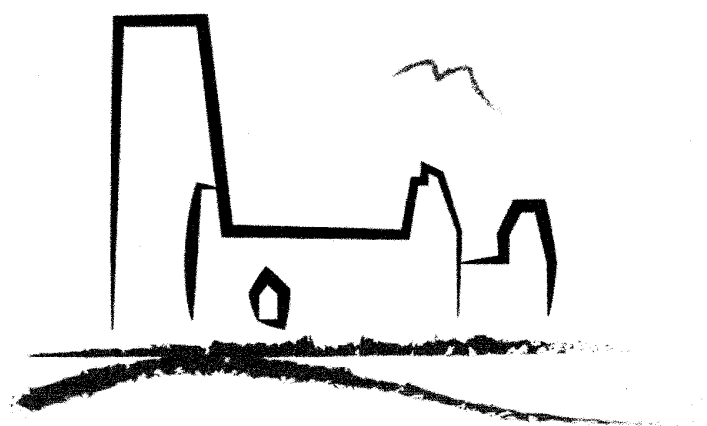

EGILSAY COMMUNITY ASSOCIATION
Registered Scottish charity SC 043611

TRUSTEES ANNUAL REPORT

**Annual Report & Financial Statements
For the year ended 31 May 2017**



Trustees' Annual Report

For the year ended 31 May 2017

The Trustees have pleasure in presenting their report together with financial statements and the independent Examiners' report for the year ended 31 May 2017

Along with all other communications this document will be uploaded to the Egilsay Community Association website which is the primary method used to update and inform the community

Reference and Administrative Information

Charity Details	Trustees / committee
Charity Name Egilsay Community Association Charity No SC043611 Address Warsett Egilsay Orkney KW17 2QD	AGM 2016 – AGM 2017 David Basford (Chair) Gregory Cox (Secretary) Christina Cox (Treasurer main contact) Barry Jackson (Vice Chair) Edwin Dick Margaret Swindells
AGM 2017- AGM 2018	David Basford (Chair) Gregory Cox (Vice Chair) Debbie Corrigan (Secretary) Christina Cox (Treasurer) Margaret Swindells – Trustee Edwin Dick - Trustee

Structure Governance & Management

Constitution

The charity is an unincorporated association. It is governed by its constitution which was adopted on 06 March 2012. The association was granted charitable status by OSCR on 29 November 2012

Appointment of Trustees

In accordance with the constitution the management committee is made up of trustees and there must be a minimum of 4 elected trustees to take up the roles of Chair, Vice-Chair, Secretary and Treasurer. The committee may co-opt further trustees if they consider it to be in the interest of the association. The management committee were elected at the AGM held on **14 October** 2017 at the Community Hall.

A communication is sent to all residents approx. three weeks before the AGM to ask if any residents would like to become Trustees and / or be considered for election for one of the committee roles.

Changes to Trustees

Barry Jackson has moved from Orkney (June 17) and is no longer a Trustee. Edwin Dick has stepped in as vice chair until new office bearers are elected at the next AGM.

Objectives and Activities

Charitable Purposes

The provision of recreational facilities, or the organisation of recreational facilities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended

Activities

Our activities are primarily based around retaining a community facility for the benefit of all residents and visitors to Egilsay. This includes

- Repairs, maintenance and decoration of the community building
- Liaising with Orkney Islands Council for repairs to the fabric of the building and the main utilities which remain the responsibility of Orkney Islands Council
- Taking responsibility for the community turbine its maintenance and repair and managing the revenue created through the FITs payment scheme
- Provision of equipment for the purpose of leisure and recreational activities
- Holding community social events
- Assisting residents to access health, education and recreational activities on our neighbouring islands and on Orkney mainland e.g. provision of ferry tickets for sports / theatre/pantomime / well being courses/Seasonal events/music/training courses that cannot be provided on the island.
- Partnership working with other organisations to arrange events and enhance facilities on Egilsay
- Ensuring appropriate insurance and licences are in place.
- Holding committee meetings as appropriate and the AGM

Achievements and Performance

Egilsay Community Association submitted the following grant application to Your Island Your Choice and successfully received £2308. Two projects were submitted

1. Travel assistance for permanent residents – helping with ferry/bus/taxi fares to attend facilities outwith Egilsay.
2. Assistance with promotional material (digitised logo + postcards, folded cards + rack cards) + assistance with MAGNUS 900 events

Each household with permanent residents were allocated £200 to assist with cost of travel. Egilsay Community produced leaflets that advertise the community facility to locals and visitors alike these are placed on the boat the Tingwall waiting room, Travel Centre Kirkwall and various outlets on Rousay. The digitised logo can be used on all documents, publications and website etc. Postcards and folded cards were produced for the MAGNUS 900 anniversary year. The remainder of funds were used to supply consumables and catering aids for the significant number of visitors / pilgrims attending MAGNUS 900 events on Egilsay.

We have seen a significant increase in tourists this year and there are many positive and appreciative comments entered into our visitors book – the increase has been largely to do with events surrounding MAGNUS 900 as well as the overall increase in tourists to Orkney

The RSPB continue to maintain a significant present on the island and have had several organised groups visit this year. Work continues at Onziebust and RSPB activity has significantly increased usage of the ferry service.

The community facility is used for events and functions, committee meetings and the AGM as well as hires to RSPB and other visiting groups. We have welcomed numerous independent walkers and several repeat visitors. We have facilitated several MAGNUS 900 events and the table below summaries the main events that have taken place 01 June 2016 to 31 May 2017

Significant dates in the Egilsay calendar - 01 June 2016 to 31 May 2017

11 June 2016	20 Representatives and pilgrims from St Magnus the Martyr Church – London Bridge visited and held a mass in St Magnus Church
18 June 2016	GP surgery held at Egilsay Community Hall
27 July 2016	RSPB – presentation of Onziebust project
18 August 2016	Alistair Carmichael MP and Liam McArthur MSP – held an open meeting for residents at the community hall
28 August 2016	Annual Church Service at St Magnus – visitors from Rousay – light refreshments provided.
13 September 2016	GP Surgery held at Egilsay Community Hall
26 September 2016	23 Visitors from Iceland on St Magnus tour – served with tea/coffee/ Orkney fare, cheese, chutney, biscuits, scones, jam + cream
06 November 2016	Bonfire Night celebration Egilsay Community Hall – Bonfire, fireworks, soup and filled rolls
04 January 2017	Your Island Your Choice Presentation - Community Meeting
17 January 2017	Alan Manzie and Antony Mottershead - MAGNUS 900 pre planning meeting and walk through on Egilsay
18 February 2017	Your Island Your Choice – Voting on projects to be taken forward – Community meeting
11 March 2017	Community Turbine down for repairs
06 April 2017	Liam McArthur MSP surgery
15 April 2017	MAGNUS 900 – the start of a series of Orkney-wide events a Viking Re-enactment, prayers, Viking games, storytelling and music. 80 + folk of all ages came by ferry and were served with tea, coffee, soup, scones, cream & jam.
23 – 30 April 2017	Bag the Bruck - 25 bags of marine debris washed up by winter storms – collected and bagged by the Egilsay community ready for collection from the Pier by Orkney Islands council
01 May 2017	RSPB Group visit – 10 – 12 people – used the community facility for lunch stop
20 May 2017	Stronsay group Pilgrimage approx. 20 people – served teas and coffees

Community Facilities

Community Turbine

The Community Turbine was taken down on 11 March 2017 due to a serious fault. The turbine was out of action for approx 2 months whilst parts were made to enable repair. The turbine is now up and running. The maintenance and repair bills were £240 + £4166 a significant outlay but one that was necessary. A financial request was made to the Rousay, Egilsay, Wyre and Gairsay Community Council (REWGCC) for financial assistance and ECA

were awarded £1000 and paid on 12 June 2017 (next financial year) to assist with Turbine repair costs. The work was completed in May and a full report provided. The turbine is now up and running with no apparent issues to date.

Hire Rates for the Hall

The Main Hall (groups up to approx. 40 people) £25 per hour
The Classroom (groups up to approx 12 people) £15 per hour
The Main Hall and Classroom together £30 per hour

Water

We have recently been served with a Boil Notice after water sampling by OIC Environmental services – we are waiting for further information and advice from OIC.

Toilet Facilities

The number of large groups experienced this year highlighted the need for the old school toilets at the back of the building to be refurbished. They are functional with a cold water supply but the sanitary ware needs replacing and the outbuildings need to be made weathertight and re-decorated.

Financial Review

The main expense outweighing any other was the Community Turbine Repair at £4406

Other significant expenses relating to charitable activities included purchase of 50 passenger ferry tickets for each permanent resident £1117.50

Restricted funds –

£2308 was received from the Tour Islands Your Choice fund and this was used to assist permanent residents with the cost of travel to access services outwith Egilsay (**£1533.00**), promotional material consumables and help towards catering equipment and supplies for MAGNUS 900 events (**£775.00**)

This financial year - £2026 has been spent

All of the funds under this grant have now been spent and the project has ended.
(Receipts reported in the next financial year for the remaining £282)

Unrestricted funds

General expenditure in this financial year has been attributed to maintenance of the facility including turbine maintenance and repairs £4405.52, telephone and broadband payments £566 renewal of TV licence £150.50 public liability £382.00, grass cutting £180, book keeping and preparation of accounts and Trustees Annual Report £150 and paying the Orkney Communities website fee £45.00

ECA bought books of passenger tickets for every permanent resident on the island £1117.00

ECA also contributed £130 for the purchase of medical equipment recommended by our local GP and is located at the community hall. Other items purchased were a Henry Hoover £112.00, and a new coffee urn £165 and £200 was spent on Fireworks.

Sundry consumable items such as printer ink and paper and bottled water, tea, coffee, milk, biscuits, and providing refreshments for several large groups of visitors made up the remainder of expenditure.

Donations were made to

Rousay Primary School £35

RNLI £150

Expenditure TOTAL £10,337 (Restricted and Unrestricted funds)

Revenue from our main source of funding, the community 6kw wind Turbine realised £5037.27
Grant funding from Your Island Your Choice of £2308.00 A further £200 awarded for Bonfire and
Fireworks night Other income was made up donations from visitors to the hall of £120

Income TOTAL £7665

The Egilsay Association Community funds at 31 May 2017

Current Account £9519

Cash in Box £288

TOTAL funds £9807

Reserves

The trustees policy is to retain sufficient funds to cover its leasehold responsibilities to Orkney Islands Council such as ad hoc maintenance, internal repairs and decoration and on going liabilities such as turbine maintenance, insurance, licences, telephone and broadband and the annual fee for the Orkney Communities website and independent examination of accounts. The trustees also wish to retain sufficient funds to repair or replace equipment owned by the association. Around £5000 held as a reserve is thought to be a realistic amount to cover this.

Plans for future periods

The trustees plan to maintain and develop the facility for the benefit of the community and will actively seek suggestions for the next stage in revitalising and rejuvenating our community facility. We hope to progress with upgrading the old school toilets at the back of the main building, decorating the toilet and entrance area in the main building and to clear out the old office and use as a Community Association office.

Egilsay School House – Following an announcement earlier this year – OIC have agreed to sell/lease the Egilsay School House to Egilsay Community Association. We are currently waiting for a formal proposal of options from Orkney Islands Council. Luke Fraser - Housing Manager (Policy & planning) is looking into this for us and we hope to have an update on this before the end of the calendar year. This will represent a significant amount of work as changes to the structure of the organisation and grant funding applications will be required.

St Magnus Way – Rousay, Egilsay & Wyre Development Trust (REWDT) have funded Way markers, stone sculpture and information boards. These will be installed to promote Egilsay as an addition to the main St Magnus Way on mainland Orkney (this is illustrated on our rack cards). This will encourage walkers who have an interest in St Magnus and provide a legacy after the MAGNUSS 900 year has finished.

Partnership working - We plan to develop partnership working with Rousay School, RSPB , The Rousay Egilsay & Wyre Heritage Trust, REWDT, OIC and other interested parties with a view to promoting Egilsay as a place to visit and facilitating various events for visiting groups.

Significant dates in the Egilsay calendar - 01 June 2017 to 31 May 2018

02 June 2017	Evie School Visit – 35 – 40 children, adults and teachers MAGNUS 900 – refreshments provided
28 July 2017	RSPB Wild camping event – use of cloakroom facilities
29 July 2017	Catholic Dioceses of Aberdeen - Bishops of Scotland, Oslo, Westminster and Copenhagen – Mass of peace 70+ folk – MAGNUS 900 – Light refreshments provided
23 August 2017	OIC Boil Notice water at hall.
28 August 2017	RSPB – Know your bees event – hire of classroom
28 October 2017	Orkney Storytelling Festival – Fran Hollinrake – hire of hall soup and rolls (tbc)
03 Or 10 th November 2017	Community Bonfire Event - tbc
14 th November 2017	Mapping St Magnus – Dan Lee + Sarah Jane Gibbon – light refreshments

We will pursue further income streams via grant funding such as the Scottish Land Fund to realise the potential of any future project for the School House for the benefit of the community. A condition of funding for this type of project will mean changing our constitution from an unincorporated charity to either a Scottish Charitable Incorporated Organisation (SCIO) or a Community Interest Company (CIC) which will provide a degree of protection against individual liability and allow a different management structure.

However, there are important differences between unincorporated and incorporated organisations and Egilsay Community Association will take expert advice before taking further action.

Approved by the Trustees on

and signed on their behalf by

D. Basford. 14/10/17

David Basford - Chair

Independent Examiners Report

For the year ending 31 May 2017

Independent Examiners report to the Trustees of Egilsay Community Association

I report on the financial statements of the charity for the year ended 31 May 2017 which are set out on the following pages 8 – 12 inclusive.

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 Examiner's 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 Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. That gives me reasonable cause to believe that, in any material respect, the requirements:
 - a. To keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - b. To prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations have not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of accounts to be reached

Independent examiner name and address date and signature

Davie Campbell

Address: 20 RONALDSVOE
KIRKWALL
ORKNEY KW15 1XE

Signature



Date:

3RD OCTOBER 2017

Independent Examiners Report

For the year ending 31 May 2017

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

Independent examiner name and address date and signature

Davie Campbell

Address:

Signature

Date:

Statements of Receipts and Payments – For the year ended 31 May 2017

RECEIPTS	Note	Unrestricted Funds	Restricted Funds	Totals 2017	Total 2016
YIYC	1	-	2308	2308	-
Voluntary Receipts					
Donations	3	120	-	120	600
Legacies		-	-	-	-
Grants		-	-	-	-
Fund Raising		-	-	-	-
Investments	2	5037	-	5037	8418
Rent from land buildings		-	-	-	-
Gross trading		-	-	-	-
Bank Interest		-	-	-	-
Receipts from Charitable Activities	3	200	-	200	187
TOTALS		5357	2308	7665	9105
PAYMENTS	Note	Unrestricted Funds	Restricted Funds	Totals 2017	Total 2016
Gross trading payments			-		2033
Investment management costs	4	4405	-	4405	-
Relating to Charitable activities	5	3601	1861	5462	966
Grants and Donations Accounts	6	185	-	185	85
		-	-	-	-
TOTALS		8191	1861	10052	3084
PURCHASE OF ASSETS		Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
		120	165	285	240
TOTAL PAYMENTS		8311	2026	10337	3326
Surplus/(Deficit) for the year	Note	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Transfer between funds		-	-	-	-
Surplus/(deficit) for year		(2672)	282	(2390)	5779
Funds reconciliation	Note	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Cash at Bank and In Hand at 31 May 2016		12197	-		
Surplus/(deficit) for year		(2390)	-		5779
Cash at Bank & In hand at 31 May 2017		9807		9807	12197

Bank & Cash Balances	Total 2017	Total 2016
Current Account	9519	12001
Cash in hand	288	196
	9807	12197
<hr/>		
Other Assets	Totals 2017	Total 2016
DEPRECIATED ITEMS		
Community 6kw Turbine	9830	12288
Community Laptop	180	225
Printer (Mar 16)	decommissioned	-
Printer	decommissioned	43
Furniture	579	724
Rugs	235	294
Display materials	332	415
Exercise Equipment	896	1120
Blinds	247	309
Kitchen Equipment	167	209
Multi Media Equipment	460	576
Picnic tables and raised beds	583	729
ECA laptop	384	480
Weights and weight bench	102	128
Henry Hoover	112	-
Coffee Urn	165	-
	14272	17540

For simplicity assets are depreciated by 20% per year. It is recognised that not all items will depreciate at the same rate or have the same lifespan but that this is simply a sensible way to try and ascertain the value of assets within the Community Associations zone of responsibility and to give some indication of when the items may need replacing.

The notes on pages 11 & 12 form an integral part of these accounts

Approved by the Trustees on and signed on their behalf by: -

David Basford (Chair)

D. Basford. 30/9/17.

Christina Cox (Treasurer)

Christina Cox 30/9/17

General Notes

Basis of Accounting

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

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 Association

Restricted funds may only be used for specific purposes usually in the form of a grant – Awarded £2308 from Your Island Your Choices Fund to be used for travel and welfare and promotion of Egilsay for MAGNUS 900

Related Party Transactions 01 June 2016 to 31 May 2017

The following remuneration was paid with authority from the committee
£180 paid to G Cox (Trustee) for grass cutting and strimming at the community Hall
£150 paid to C Cox (Trustee) for book keeping, preparation of accounts and Trustees Report

1 Grants	Total 2017	Total 2016
Your Island Your Choice OIC	2308	200
TOTAL	2308	200

2 Investments	Total 2017	Total 2016
Community turbine gifted to the Association by REWDT and accepted at ECA AGM 9th November 2011 to provide a modest sustainable income to invest in community objectives and activities		
FITs Payment 3 rd Quarter	-	152
FITs Payment 4 th Quarter	14/12/16	3929
FITs Payment 1st Quarter	27/03/17	1108
FITs payment 2nd Quarter	-	1442
TOTAL	5037	8418

3 Receipts from charitable activities	Total 2017	Total 2016
Cash Donations for consumables	120	87
OIC	-	150
Community Council	200	200
TOTAL	320	437

4 Investment Management Costs	Total 2017	Total 2016
Turbine maintenance	4405	774
TOTAL	4405	774

5 Relating to charitable activities	Totals 2017	Total 2016
Grass Cutting	180	210
Website	45	45
Public Liability Insurance	382	368
Book keeping and Trustees Annual Report	150	
Birsay Farmers Membership	-	-
Keys cut	-	-
Consumables and events	686	525
YIYC travel / Promoting Egilsay	2026	
Fireworks	200	
Medical equipment	130	
Haulage	24	-
Repairs Maint. & Dec.	-	
TV licence	151	151
Passenger ferry tickets	1117	18
BT / Broadband	566	456
McAfee	90	90
Laptop	-	240
TOTAL	5747	2309

6 Grants & Donations	Total 2017	Total 2016
RNLI	150	206
Rousay School	35	-
	-	-
TOTAL	185	206

7 Transfers between funds

There were no transfers between funds

8 Cash at Bank and in Hand at 31 May 2017

Current Account £9519

Cash Box £288

TOTAL £ 9807