

**Company Number: SC375856**

**Charity Number: SC013716**

**DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

**Financial Statements**

**31 March 2014**

# **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

## **Financial Statements**

**Year Ended 31 March 2014**

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## **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

### **Administrative Information**

**At 31 March 2014**

#### **OFFICE BEARERS:**

Chairperson	Mr J. Bishop
Company Secretary	Mrs J. Sutherland
Treasurer	Mr A. P. Murray
Directors	Mrs D. J. Barnes Mr J. R. Bishop Mrs E. M. Grant Ms A. M. Kruger (appointed 25 July 2013) Mrs C. Mackay Ms V. J. MacKenzie (appointed 25 July 2013) Mr M. B. McAuley (appointed 25 July 2013) Mr J. R. Melville Ms A. H. Millard (retired 4 June 2013) Mrs P. M. Murray Mr A. P. Murray Mr T. W. Robinson Mrs J. M. Sutherland Miss S. Sutherland Mr W. M. Sutherland

Registered Office	Rubhan Beag Embo Street Dornoch Sutherland IV25 3PW
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Bankers	Bank of Scotland High Street Dornoch IV25 3ST
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Independent Examiner	Ian M Mackay c/o Mackay & Co Chartered Accountants Main Street Golspie KW10 6RH
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## **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

### **The Directors' Report**

#### **For the Year Ended 31 March 2014**

The Directors' Report and Accounts have been prepared in accordance with the special provisions of the Companies Act relating to small companies. The Directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

### **INCORPORATION/GOVERNING DOCUMENTS**

Dornoch and District Community Association was Incorporated on 29 March 2010 as a Company Limited by Guarantee and does not have any Share Capital. The organisation is governed by its Memorandum and Articles of Association. The management of the organisation is the responsibility of the Board of Directors who meet regularly. Directors are not remunerated for their work.

The Company is a non-profit making organisation and has Charitable Status.

### **OBJECTIVES/PRINCIPAL ACTIVITIES**

The Company objectives are –

- (a) to promote the benefit of the inhabitants of Dornoch and District without distinction of political, religious or other opinions, by associating the Local Authorities, Voluntary Organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants, and
- (b) to secure the establishment, maintenance and management of a community centre for activities promoted by the Association in furtherance of the above objects, or any of them.

### **ACHIEVEMENTS and PERFORMANCE**

The principal activity of the Company during the year was the running of the Dornoch Social Club. The building continued to be used by various local groups and receipts from the hire of the hall continued to cover the operating expenses.

In addition the Company continued successfully to run:

- A Cinema
- A Flowers & Fairs group
- A Festival Week
- A Craft & Guilds Group
- A Youth Café
- A Book Fair

During the past year DADCA membership has increased, a Tennis Club has been reformed, the Company received the Keystone Quality Award from SCVO and a grant from Big Lottery was confirmed to allow the funding of the Design stage for the Community Centre new build project.

### **THE TREASURER'S REPORT/**

## **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

### **The Directors' Report continued**

#### **THE TREASURER'S REPORT**

All activities achieved a small excess of income over expenditure during the year with the exception of the Cinema which had a small deficit.

The overall result was a surplus of income over expenditure of £6,614, which left all parts of the Company with solid cash balances at the end of the year.

#### **TAXATION STATUS**

The company is a recognised charity and as a result there is no liability on the company's income.

#### **RISK MANAGEMENT**

The directors actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The directors have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

#### **RESERVES POLICY**

The present level of funding is adequate to support the continuation of the charity for the medium term and the directors consider the financial position of the charity to be satisfactory.

#### **FINANCIAL REVIEW**

The financial position of the organisation is disclosed on the Balance Sheet on page 7. The charity's surplus for the year was £6614 - (2013 £2738)

#### **PLANS FOR THE FUTURE**

The charity will continue to seek ways to become financially self-sufficient in the future.

#### **SMALL COMPANY SPECIAL PROVISIONS**

The report of the Directors has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

This report was approved by the board on 20 May 2014 and signed on their behalf.



Mrs J Sutherland  
Company Secretary

## **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

### **Independent Examiner's Report to the Trustees of Dornoch and District Community Association**

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 6 to 10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company 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.

The charity 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.

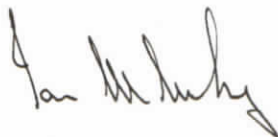
#### **Basis of independent examiner's statement**

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 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 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 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.



Ian Mackay  
Chartered Accountant (ICAS)  
Main Street  
Golspie  
Sutherland  
KW10 6RH

20 May 2014



# **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

## **Statement of Financial Activities**

**For the Year Ended 31 March 2014**

	<b>Note</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2014</b>	<b>2013</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Incoming Resources</b>					
Incoming Resources from Generated Funds					
Voluntary Income	2	2586	-	2586	2642
Grants	3	-	5839	5839	4300
Incoming Resources from Charitable Activities	4	23163	4126	27289	29695
Other incoming resources					
Transfer from unincorporated body		-	-	-	-
Interest		-	-	-	-
<b>Total Incoming Resources</b>		<u>25749</u>	<u>9965</u>	<u>35714</u>	<u>36637</u>
<b>Resources Expended</b>					
Charitable Expenditure					
Costs of Activities	5	23015	5317	28332	33326
Management and administration	6	<u>768</u>	<u>-</u>	<u>768</u>	<u>573</u>
<b>Total Expenditure</b>		<u>23783</u>	<u>5317</u>	<u>29100</u>	<u>33899</u>
Net Movement in Funds for the Year		1966	4648	6614	2738
Total Funds Brought Forward		<u>27854</u>	<u>200</u>	<u>28054</u>	<u>25316</u>
Total Funds Carried Forward		<u>29820</u>	<u>4848</u>	<u>34668</u>	<u>28054</u>

There were no recognised gains or losses for 2013/14 other than those included in the Statement of Financial Activities.

# DORNOCH AND DISTRICT COMMUNITY ASSOCIATION

## Balance Sheet

As at 31 March 2014

		2014	2013
	Notes	£	£
FIXED ASSETS	7	7282	3101
CURRENT ASSETS			
Bank		31698	25726
Debtors		1148	219
		<u>32846</u>	<u>25945</u>
CURRENT LIABILITIES			
Creditors and accruals	8	<u>5460</u>	<u>992</u>
NET CURRENT ASSETS		<u>27386</u>	<u>24953</u>
NET ASSETS	9	<u>34668</u>	<u>28054</u>
CAPITAL			
Restricted Funds		4848	200
Unrestricted Funds		<u>29820</u>	<u>27854</u>
		<u>34668</u>	<u>28054</u>

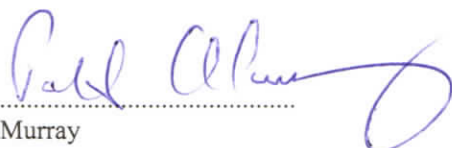
For the year ending 31 March 2014 the company was entitled to exemption from audit under section 477(2) of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring the company keeps accounting records which comply with section 386 of the Companies Act 2006.

The directors acknowledge their responsibility for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

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



A P Murray  
Director

Approved by the Board on 20 May 2014



## **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

### **Notes to the Financial Statements**

**For the Year Ended 31 March 2014**

#### **1 Accounting policies**

##### **Basis of Preparation**

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Committee Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts (SORP 2005).

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it qualified as a small charity. The accounts have also been prepared in accordance with the Financial Reporting Standards for Smaller Entities (2007).

##### **Income**

Voluntary income and donations are accounted for as received by the charity except when donors specify they should be used in later accounting periods, then the income is deferred.

##### **Fixed Assets**

Fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life:-

Computer equipment: 4 years straight line

Motor vehicles: 25% reducing balance

Other Equipment 5 years straight line

##### **Value added tax**

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

##### **Management and administration expenditure**

Expenditure on management and administration of the charity included all expenditure not directly related to the charitable activity of fundraising ventures.

##### **Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis.

##### **Funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Community without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor and expenditure that meets these criteria is charged to the fund.

#### **2 Voluntary income/**

# **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

## **Notes to the Financial Statements**

**For the Year Ended 31 March 2014**

### **2 Voluntary income**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Donations	2573	2641
Gift Aid	13	-
Affiliation Fees	-	1
	<u>2586</u>	<u>2642</u>

### **3 Grants**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Highland Council	1720	2800
Bank of Scotland	3000	-
Awards for All	800	-
Beinn Tharsuinn	319	-
Co Op	-	1500
	<u>5839</u>	<u>4300</u>

### **4 Incoming Resources from Charitable Activities**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Fundraising events	17263	20123
Hire of hall	10026	9572
	<u>27289</u>	<u>29695</u>

### **5 Costs of Activities**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Fundraising costs	9238	16676
Repairs and maintenance	1626	3260
Electricity	2256	3111
Caretaking	6396	4264
Insurance	809	1005
Telephone and internet	376	427
Performing rights	795	585
Advertising	3023	2640
General expenses	2243	864
Depreciation	1570	494
	<u>28332</u>	<u>33326</u>

### **6 Management and Administration**

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Legal and Professional Fees	-	13
Independent Examiner's Fees	768	560
	<u>768</u>	<u>573</u>

### **7 Fixed Assets/**

# **DORNOCH AND DISTRICT COMMUNITY ASSOCIATION**

## **Notes to the Financial Statements continued**

**For the Year Ended 31 March 2014**

### **7 Fixed Assets**

	<b>Land and Buildings £</b>	<b>Motor vehicle £</b>	<b>Equipment £</b>	<b>Total £</b>
Cost at 1 April 2013	1820	1567	800	4187
Additions at 31 March 2014	-	-	5751	5751
At 31 March 2014	1820	1567	6551	9938
Depreciation at 1 April 2013	-	686	400	1086
Charge for year	-	220	1350	1570
At 31 March 2014	-	906	1750	2656
Net Book Value at 31 March 2014	1820	661	4801	7282
Net Book Value at 1 April 2013	1820	881	400	3101

### **8 Current Liabilities**

	<b>2014 £</b>	<b>2013 £</b>
Trade Creditors/Accruals	1900	992
Deferred creditors - capital grants	3560	-
	<u>5460</u>	<u>992</u>

### **9 Analysis of Net Assets Between Funds**

	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>
Tangible Fixed Assets	3560	3722	7282
Current Assets	4848	27998	32846
Current Liabilities	3560	1900	5460
Net Assets at 31 March 2014	<u>4848</u>	<u>29820</u>	<u>34668</u>

### **10 Share Capital**

The Company is limited by guarantee and therefore has no share capital. Each member's guarantee is limited to £1.

### **11 Contingent Liabilities**

There were no contingent liabilities at the Balance Sheet date.

### **12 Capital Commitments**

There were no capital commitments at the Balance Sheet date.