

**AUCHTERARDER ADULT EDUCATION ASSOCIATION**

**A CHARITY REGISTERED IN SCOTLAND  
CHARITY NUMBER SC020304**

**TRUSTEES ANNUAL REPORT & ACCOUNTS  
For the Year Ended 31 July 2019**

## REFERENCE and ADMINISTRATIVE INFORMATION

**Charity Name:** Auchterarder Adult Education Association

**Charity Registration No:** SC020304

**Contact Address:** c/o 3 Greenhaugh Way  
Braco  
Dunblane  
FK15 9PT

**Trustees**

Moira Corbyn  
Robert Farmer  
Lynn M Gourlay  
Janet Macdonald  
Douglas Matthews  
Vonda McIntosh  
Janie Mitchell  
Ian Nichols  
Roy L Spiers  
Jennifer Wivell

**Principal Office-bearers**

Chair: Douglas Matthews  
Secretary: Lynn M Gourlay  
Treasurer: Roy L Spiers

**Independent Examiner**

Stuart Brannen  
12 Commanders Grove  
Braco  
Dunblane  
FK15 9PL

**Bankers**

Bank of Scotland  
Auchterarder (800537) Branch  
PO Box 1000  
BX2 1LB

## **STRUCTURE GOVERNANCE and MANAGEMENT**

### **CONSTITUTION**

The Charity is an unincorporated association governed by a constitution last amended on the 19 November 2014

### **APPOINTMENT of TRUSTEES**

The members of the Management Committee are the Trustees of the charity.

Membership of the Committee is open to all current members of the Association.

The Committee consists of a minimum of four and a maximum of eighteen members who are elected at the Annual General Meeting of the Association. One third of the Committee shall retire each year by rotation but are eligible for re-election.

The Committee at its first meeting each year elects one of its members as Chairperson who may continue in office for three years or until a successor is elected

The Committee at its first meeting each year elects one member as Secretary and one as Treasurer both of whom who may serve for a period of three years after which they will be eligible for re-election.

### **MANAGEMENT**

The trustees are responsible for the strategic direction and governance of the Association whilst day to day running is delegated to an officer, or officers, of the Association as appropriate.

### **OBJECTIVES and ACTIVITIES**

#### **OBJECTS**

The objects of the Association are the advancement of education for the benefit of the inhabitants, over 18 years of age, of Auchterarder and district without distinction of sex, political, religious or other opinion.

#### **ACTIVITIES**

Our activities are to provide classes in a variety of subject which give opportunities to develop skills and knowledge or to participate in physical activities.

### **ACHIEVEMENTS and PERFORMANCE**

The Trustees met on a regular basis throughout the year to review progress and make the necessary plans for the year in hand. They continued to adopt the policy that there needs to be a minimum number of participants in a class for it to be a success and, in some cases, a maximum number of participants to make full use of the tutor's expertise. The Trustees continued to search for new tutors and new subjects are added to the programme either to replace older subjects or attract additional membership. Additionally, they sought new suitable accommodation and new ways to advertise the courses and connect with other organisations in the area to spread the word of our existence. The web site, which brings in enrolments, is updated on a regular basis. Articles are placed in the local newspaper and the Association has a Facebook page.

In the autumn term classes were offered in Art subjects, Christmas Wreath, Community Choir, Fishing and Fly Tying, Floral Decorations, Scottish Country Dancing, Tai Chi, Upcycling & Recycling, Upholstery and Yoga. There was a total of 121 enrolments for the term.

In the spring term classes were offered in Art subjects, Community Choir, Fishing and Fly Tying, Scottish Country Dancing, Tai Chi, Upcycling & Recycling, Upholstery and Yoga. Total enrolments for the term were 95.

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In the summer term classes were offered in Scottish Country Dancing and Tai Chi and Yoga. Total enrolments for the term were 23.

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## **FINANCIAL REVIEW**

Our main source of income continues to be the membership fees charged to course participants which at £9,927.50 was a decrease from the previous year reflecting to lower number of enrolments. The Trustees are grateful for the grant provided by Perth & Kinross Council. Overall our nett income was- £241.58.

All our funds are unrestricted and held in our bank current account which at the year-end showed a balance of £10,9017.38

The report was approved by the Trustees on 7 November 2019

Douglas Matthews  
Chair

**INDEPENDENT EXAMINER'S REPORT**

I report on the accounts of the charity for the year ended 31 July 2019 which are set out on page 4.

**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.

The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 Independent Examiner's statement**

My examination is carried out in accordance with regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 Account 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.

Name: Stuart Brannen

Address:

12 Commanders Grove  
Braco  
Dunblane  
FK15 9PL

Date: