

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

REPORT and FINANCIAL STATEMENTS

for the year ended 31 March 2021

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

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STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Trustees' Annual Report for the year ended 31 March 2021

The Trustees of Stirling City Heritage Trust have pleasure in presenting their annual report and the audited financial statements for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), and SORP 2018 (FRS102).

Reference and administrative information

Charity name:	Stirling City Heritage Trust
Charity number:	Scottish Charity Registration No. SC037888
Company number:	SC277033
Company Secretary:	Dr M Taylor
Registered Office:	Cameron House Forthside Way Stirling FK8 1QZ
Auditors:	Dickson Middleton 20 Barnton Street Stirling FK8 1NE
Bankers:	Royal Bank of Scotland plc

Trustees and Directors

The trustees of the charitable company (the charity) are also its directors for the purpose of company law. The following persons acted as trustees of the charity during the period to 31 March 2021:

Mr D Black – Chairman
Mr J Thomson - Vice Chairman
Dr M Taylor - Secretary
Mr A McEwan
Mr J Docherty (Resigned December 2020)
Mr M Wright
Mr D Gibson
Dr F Lindsay
Mr B Park (Appointed December 2020)
Mr J Johnston (Appointed December 2020)
Ms T Rich (Appointed December 2020)

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Trustees' Annual Report for the year ended 31 March 2021 (continued)

Objectives of the Trust

The objectives for which the Trust is established are to promote and encourage, either alone or in conjunction with others, the protection and preservation of historic, architectural and landscape heritage by any means, all for the benefit of the general public now and in the future. The main vehicle for this is the distribution of funding on conservation grant schemes and other heritage initiatives.

Trustee Appointment Policy

The Board seeks to maintain an even balance of skills at any time. Nominee trustees with relevant skills and experience are reviewed by the Trust Manager and Board. On appointment, trustees are provided with an induction pack detailing the work of the Trust and their responsibilities as trustees under company law and other regulations including the Charity Regulator, OSCR. Induction and guidance is provided by the Trust Manager.

Three new trustees were appointed at the EGM in December 2020 with a range of skills including architecture, surveying and experience of working on voluntary boards. They compliment the existing skills of the trustees.

Organisation

The operations of the Trust are managed by the Trust Manager, Lindsay Lennie, with the assistance of the Office Manager, Julie Lonsdale. The Grants and Outreach programme is overseen by Rachael Purse. The Trust employs 3 staff who work directly on the Traditional Buildings Health Check, 2 TBHC Inspectors and a Membership & Marketing Officer.

Funding Sources

The Trust's principal funding source is in the form of grants from Historic Environment Scotland (HES). The initial funding was provided in terms of a letter from HES to the Trust dated 5 September 2006. The current funding award covers the 1 year period to 31 March 2022. The grants are to be applied in furtherance of the Trust purposes and are subject to the conditions of the HES Offer of Grant.

Stirling Council also provides an annual revenue grant of £25,000. The Trust also earns income from the Traditional Buildings Health Check (TBHC) which is reinvested in delivering the TBHC service.

Reserves Policy

It is the policy of the trustees to maintain unrestricted funds, which are the free reserves of the Trust, at a level which equates to approximately 3 – 6 months of unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds are currently within that range.

Investment

The trustees have the power to deposit or invest sums in any manner, providing the powers are exercised only in promoting the charitable objectives of the Trust.

Risk Management

From time to time the trustees examine the major strategic, business and operational risks which the charitable company faces and confirm that systems are in place to enable identification of these risks. Risk issues are addressed at regular board meetings and all necessary steps are taken to lessen those risks whenever possible.

The Trust holds a Risk Register as part of general governance. The major risks to the Trust are the dependence on principally a single source of funding (HES), and a small staff team where absences or resignation may have a significant impact on operations.

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Trustees' Annual Report for the year ended 31 March 2021 (continued)**

Related Parties

In 2019 the Trust reviewed its Memorandum and Articles. As a result of this review it is no longer a requirement that Stirling Council nominates two trustees to the Board. However, the Trust retains a close working relationship with Stirling Council and receives funding from the Council to further the aims and objectives of the Trust. Trust staff meet regularly with Stirling Council staff to identify and develop collaborative projects.

Review of financial position

In addition to the unrestricted funds in reserve at the end of the financial year the Trust held £17,553 in restricted reserves for a number of grant initiatives. Refer to Note 11 for detail.

Plans for the future

In March 2020, the coronavirus pandemic impacted on all aspects of life in Scotland with a '@Stay at Home' message from both the Scottish and UK governments. This directly affected the ability of the Trust to deliver its normal work, grants and outreach programme. Despite the challenges faced, the Trust staff adapted to the situation and were able to maintain the TBHC service, albeit restricted at times, and to offer repair grants. The outreach programme had to be partly postponed but online resources were improved.

With all organisations affected by Covid-19 the proposed 3 year City Heritage Trust funding, which was to be offered by HES for 2021-2024, was amended to a 1 year grant for 2021-22. This was to allow the City Heritage Trusts the time to review their situation following the pandemic. A Strategic Plan will be undertaken by the Trust in 2021-22.

Trustees' responsibilities in relation to the financial statements

The trustees (who are also directors of Stirling City Heritage Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

We, the directors of the company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**STIRLING CITY HERITAGE TRUST
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Trustees' Annual Report for the year ended 31 March 2021 (continued)**

Auditors

Dickson Middleton will be proposed for reappointment as auditors at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

By order of the Board

.....
David Black

Director & Trustee

December 2021

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Chairman's Statement

This time last year, we could never have imagined the continuing effect of the COVID pandemic on everyday life still being with us.

Once again, I would like to thank our management, staff and Trustees for ensuring that the Trust has continued to operate in these uncertain times.

Buildings inspections have resumed under the Traditional Buildings Health Check Scheme, taking into account the appropriate and ever-changing COVID guidelines, with an increased use of drones. Interest in membership continues to be strong and we have started to do inspections in Bridge of Allan, following delays due to the pandemic.

We have expanded our website and developed our property database, to ensure that we are able to share valuable and interesting information with property owners and the general public.

We are pleased to have been able to support apprenticeships with local businesses and hope that this will start to address the traditional skills shortage in the area.

Our McLuckie and Walker exhibition began as an on-line exhibition, before moving to Creative Stirling's exhibition space and there are plans to host it in other Stirling venues in order to reach new audiences. It has been well publicised and helps to raise the Trust's profile. Feedback has been excellent.

We continue to work with partners, such as HES, Stirling Council, Creative Stirling and GoForth Stirling BID to ensure our projects are relevant and beneficial to the built heritage of Stirling and its residents and businesses. This includes a grant-funded shop front and signage improvement scheme, offering advice and grants to city centre business to aid with the work.

Looking to the future, we are developing a new five-year plan, and have launched a strategic review to look for new opportunities for funding and projects. With the economic outlook uncertain, it is essential that we look for new funding sources to ensure that the Trust can continue its vital work.

We are currently advertising for new Trustees to help bring new skills to the Board.

I am confident that we have a complement of staff and Trustees who will continue to rise to whatever challenges the coming year throws at us.

David Black

December 2021

STIRLING CITY HERITAGE TRUST

(A COMPANY LIMITED BY GUARANTEE)

Independent Auditor's Report to the trustees and members of Stirling City Heritage Trust

Opinion

We have audited the financial statements of Stirling City Heritage Trust (the 'charitable company') for the year ended 31st March 2021 which comprise Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report

STIRLING CITY HERITAGE TRUST

(A COMPANY LIMITED BY GUARANTEE)

Independent Auditor's Report to the trustees and members of Stirling City Heritage Trust (continued)

Matters on which we are required to report by exception (continued)

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

William J Russell (Senior Statutory Auditor)

**For and on behalf of Dickson Middleton, Chartered Accountants, Statutory Auditors,
20 Barnton Street, Stirling. FK8 1NE.**

Dickson Middleton is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

2021

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Statement of Financial Activities (including income and expenditure account)
for the year ended 31 March 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
INCOME					
Income from charitable activities:					
Grants receivable	2	25,000	354,398	379,398	290,431
Subscriptions (TBHCS)		5,243	-	5,243	5,693
Inspection fees (TBHCS)		5,862	-	5,862	6,285
Bank interest receivable		73	-	73	326
Total Income		36,178	354,398	390,576	302,735
EXPENDITURE					
Charitable activities	4	27,274	315,416	342,690	307,264
Total Expenditure		27,274	315,416	342,690	307,264
Net Income/(Expenditure) before transfers		8,904	38,982	47,886	(4,529)
Transfers	11	98,144	(98,144)	-	-
Net movement in funds for the year		107,048	(59,162)	47,886	(4,529)
Total funds brought forward		230,229	76,715	306,944	311,473
Total funds carried forward	11	337,277	17,553	354,830	306,944

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 11 to 16 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Statement of Cash Flows for year ended 31 March 2021

	Note	Year to 31.03.21 £	Year to 31.03.20 £
Cash flows from operating activities	17	<u>(103,994)</u>	<u>57,789</u>
Cash flows from investing activities:			
Interest income		73	326
Purchase of tangible assets		<u>(6,035)</u>	<u>(11,315)</u>
Net cash (used by) / received from investing activities		<u>(5,962)</u>	<u>(10,989)</u>
(Decrease) / Increase in cash and cash equivalents in the year		(109,956)	46,800
Cash and cash equivalents at the beginning of the year		273,036	226,236
Cash and cash equivalents at the end of the year		<u>163,080</u>	<u>273,036</u>

The notes on pages 11 to 16 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Balance Sheet as at 31 March 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Fixed Assets					
Tangible Assets	7	20,360	-	20,360	17,918
Current Assets					
Debtors	8	8,406	190,927	199,333	59,636
Cash at bank and in hand		312,735	(149,655)	163,080	273,036
Total Current Assets		321,141	41,272	362,413	332,672
Current Liabilities					
Creditors falling due within one year	9	(4,224)	(23,719)	(27,943)	(43,646)
Net Current Assets		316,917	17,553	334,470	289,026
Net Assets		337,277	17,553	354,830	306,944
The funds of the charity:					
Unrestricted Funds		337,277	-	337,277	231,029
Restricted Funds		-	17,553	17,553	76,715
Total charity funds	11	337,277	17,553	354,830	306,944

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 11 to 16 form part of the financial statements.

Approved by the Board of Directors on December 2021 and signed on its behalf by

..... Director

D Black

..... Director

J Thomson

Company Registration Number: SC277033

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Notes to the Financial Statements
for the year ended 31 March 2021

1. Accounting Policies

The principal accounting policies adopted in preparation of the financial statements are as follows:

Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and the requirements of the Charities SORP (FRS102).

The financial statements have been prepared using pounds sterling, the functional currency of the Trust.

The Trust meets the definition of a public benefit entity under FRS102.

Assessment of going concern

The Trustees secured a funding commitment from Historic Environment Scotland (HES) in February 2021 for funding from April 2021 until March 2022. As a result of the continuing uncertainty caused by the COVID crisis it was decided by HES that instead of a 3 year funding request being asked for that this would instead be a single year application for the period to March 2023 and that the 3 year funding be postponed for a further year. The Trust is due to submit its funding application prior to December 2021 both for the year to March 2023, and subsequent period to March 2026. The funding application to 31 March 2023 has been secured and the Trustees are confident the 3 year application to 31 March 2026 will also be successful and as a result continue to use the going concern basis in the preparation of the accounts.

Fund structure

Unrestricted funds comprise accumulated surpluses or deficits on general funds and they are available for use at the discretion of the trustees in furtherance of the objectives. Designated funds are unrestricted funds that the trustees, at their discretion, have set aside for particular purposes.

Restricted funds are created when funds are received for a particular purpose, the use of which is restricted to that area or purpose. The related expenditure is charged to the statement of financial activities when incurred. Further details of each fund are provided at Note 11.

Incoming resources

All incoming resources are recognised once the company has entitlement to the resources, it is probable that the resources will be received and the monetary value can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charitable company to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all the costs related to that category.

Costs are allocated between restricted and unrestricted funds on a basis designed to reflect the usage of the resource.

Allocation of overhead and support costs

Overhead and support costs have been allocated between charitable activity and governance as detailed in Note 4.

Governance costs comprise costs involving the public accountability of the charitable company and its compliance with regulation and good practice. These costs include costs related to statutory audit together with an apportionment of support costs.

Reserves policy

The company needs reserves because it is very dependent on discretionary grants from third parties and there may be delays between expenditure being incurred and receipt of the related income. The trustees seek to maintain operating surpluses, as appropriate, to develop and maintain sufficient reserves to fund planned expenditure.

Tangible fixed assets

Depreciation is provided on tangible assets at rates calculated to write off the carrying value, less residual value, of each asset over its expected useful life as follows:

Plant and machinery - 15% per annum on reducing balance

Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any discounts due.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Notes to the Financial Statements
for the year ended 31 March 2021

1. Accounting policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid bank deposits with a maturity of twelve or less months from the date of acquisition or opening the deposit or similar account.

Creditors

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due.

Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Grants receivable

	2021	2020
	£	£
Historic Environment Scotland	354,398	265,431
Stirling Council	25,000	25,000
	<u>379,398</u>	<u>290,431</u>

3. Surplus / (deficit) for the year

The surplus / (deficit) for the year is stated after charging -

	2021	2020
	£	£
Board of Directors and Members costs	-	-
Depreciation	3,593	5,326
Auditor's remuneration		
- Audit services	2,520	2,520
- Other services	780	1,500
	<u>780</u>	<u>1,500</u>

4. Total expenditure

	Other Costs	Grant Funding	Total 2021	Total 2020
	£	£	£	£
Charitable Activities				
Trust Manager's Costs	10,565	-	10,565	47,203
Payroll and Other Costs	239,484	-	239,484	176,418
Professional Fees	5,657	-	5,657	27,474
Depreciation	3,593	-	3,593	5,326
	<u>259,299</u>	-	<u>259,299</u>	<u>256,421</u>
Outreach Project	-	15,199	15,199	3,928
Project Fund Costs	-	-	-	5,000
King Street Funding Initiative	-	37,618	37,618	12,182
Traditional Buildings Repair Grants 2020-21	-	27,274	27,274	27,213
	-	<u>80,091</u>	<u>80,091</u>	<u>48,323</u>
Governance Costs	<u>3,300</u>	-	<u>3,300</u>	<u>2,520</u>
Total	<u>262,599</u>	<u>80,091</u>	<u>342,690</u>	<u>307,264</u>

There were no material grants to institutions.

STIRLING CITY HERITAGE TRUST
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Notes to the Financial Statements
for the year ended 31 March 2021

5. Employees

	2021	2020
	£	£
Gross pay	180,963	117,010
Employers NI	18,005	10,802
Pension costs	4,956	2,537
Employment Allowance	(4,000)	(3,000)
	<u>199,924</u>	<u>127,349</u>

The Articles of Association preclude the payment of remuneration to directors and no fees were paid. One director was reimbursed £ Nil (2020 - £Nil) in respect of expenses incurred for the Trust. No employee was remunerated at a rate exceeding £60,000 per annum. During the year the average number of employees was 6 (2020 - 4).

6. Taxation

By reason of its charitable status the company is considered to be exempt from income and corporation taxes. The company is not registered for value added tax and accordingly cannot recover any of that tax on its expenditure, with irrecoverable tax included in the relevant expenditure incurred.

7. Tangible Fixed Assets

Plant & Equipment

	£
Cost	
1 April 2020	30,039
Additions	6,035
Disposals	-
31 March 2021	<u>36,074</u>
Depreciation	
1 April 2020	12,121
Charge for year	3,593
On Disposals	-
31 March 2021	<u>15,714</u>
Net Book Value 31 March 2021	<u>20,360</u>
Net Book Value 31 March 2020	<u>17,918</u>

8. Debtors: amounts falling due within one year

	2021	2020
	£	£
Historic Environment Scotland	190,927	53,039
Inspection Fees / Recoverable Costs	460	346
Prepayments	7,946	6,251
	<u>199,333</u>	<u>59,636</u>

STIRLING CITY HERITAGE TRUST
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Notes to the Financial Statements
for the year ended 31 March 2021 (continued)

9. Creditors: amounts falling due within one year	2021	2020
	£	£
Accruals	27,943	43,646

10. Analysis of Net Assets / Funds at 31 March 2021

	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Fixed assets	20,360	-	20,360	17,918
Current assets				
Debtors	8,406	190,927	199,333	59,636
Cash at bank and in hand	312,735	(149,655)	163,080	273,036
Current liabilities	(4,224)	(23,719)	(27,943)	(43,646)
Net Assets/Funds	337,277	17,553	354,830	306,944

11. Movement in Funds

	At 1 April 2020 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2021 £
Restricted Funds					
SCHT Business Plan 2020-21	-	354,398	(277,798)	(76,600)	-
Façade Enhancement Scheme	442	-	-	(442)	-
King Street Funding Initiative 2012-15	54,472	-	(30,832)	(16,087)	7,553
King Street Funding Initiative 2016-18	11,801	-	(6,786)	(5,015)	-
Traditional Buildings Repair Grant	10,000	-	-	-	10,000
Total Restricted Funds	76,715	354,398	(315,416)	(98,144)	17,553
Unrestricted Funds					
General	94,246	16,178	-	48,078	158,502
Designated:					
Traditional Buildings Repair Grant	71,292	20,000	(27,274)	59,358	123,376
Project fund	13,768	-	-	-	13,768
King Street Funding Initiative 2016-18	50,923	-	-	(9,292)	41,631
	230,229	36,178	(27,274)	98,144	337,277
Total Funds	306,944	390,576	(342,690)	-	354,830

STIRLING CITY HERITAGE TRUST

(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements **for the year ended 31 March 2021 (continued)**

11. Movements in funds (continued) **Restricted fund purposes:** **SCHT Business Plan 2018-21**

Restricted funding is funding from Historic Environment Scotland for specific agreed purposes. The funding comprises both a capital and a revenue element, claimed quarterly and paid in arrears. Two quarterly claims during the financial year ending March 2021 were settled beyond the year end, unusually requiring available unrestricted funds to be transferred to allow various payment commitments to be honoured. Since such circumstances would not normally arise, it is to be hoped that the following year's accounts will show a reverse transfer to unrestricted funds.

TBHC Expansion

This fund was to reimburse staff costs and expenses in support of the HES development of the Traditional Buildings Health Check in other areas of Scotland, the progression of this, and therefore the need for this funding, was impacted by the coronavirus pandemic but it is being taken forward by HES in summer 2021.

Traditional Buildings Health Check - TBHC

For the period to March 2021 this scheme is funded by grants from HES and fees charged to TBHC members for inspections, memberships and small repair schedules. The resources are applied to meet operational costs of running the scheme.

Education & Outreach Projects

This fund focuses on educational events and activities together with training in traditional skills and materials. Funding was allocated to 2 local firms to support 3 apprentices in the first year of their apprenticeship. Stirling Community Enterprise were also awarded funding to deliver pre-apprenticeship training (postponed to summer 2021).

Due to the coronavirus pandemic schools' events did not go ahead but online activities with Developing Young Workforce were supported.

An exhibition on local architects McLuckie & Walker was developed and an online exhibition made available on the Trust website. The main exhibition held in Made in Stirling, King Street was postponed until June 2021.

Façade Enhancement Scheme (FES)

In line with previous Stirling Council permission the remaining funds have been allocated to the King Street Funding Initiative. A small contract retention remains.

King Street Funding Initiative

This was an ongoing funding initiative over 6 years (2012 – 2018) to comprehensively repair a number of properties in King Street and the surrounding area. The fund includes grants from HES and reallocated FES funds. Due to the coronavirus pandemic some projects were delayed and are due for completion in 2021. Any unallocated funds will be used for other city centre projects. However, the 2016-2018 KSFI fund was fully disbursed and this is now closed.

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHC member properties.

Unrestricted Funds:

General fund

This fund consists of both historic surpluses that are maintained at agreed levels under the Trust's Reserves Policy; unrestricted income of £5,000 from Stirling Council that is not designated to other Funds; and also subscriptions and inspection etc. fee income from the Traditional Building Health Check initiative.

STIRLING CITY HERITAGE TRUST

(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements for the year ended 31 March 2021 (continued)

11. Designated fund purposes:

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHC member properties. During the year £27,274 was disbursed by way of grants for that purpose. £20,000 of unrestricted Stirling Council grant was designated to this fund for 2020-21.

Project Fund

These funds have been designated to fund one-off projects that may arise. Unspent funds will be carried forward for use in the next period.

King Street Funding Initiative

Funding has been set aside from revenue grants received to supplement the restricted grant funding received from Historic Environment Scotland for this initiative. Unrestricted funds not allocated as at 31 March 2021 will be carried forward for use in the next period in line with city centre economic and enhancement aims of the fund.

12. Capital Commitments and Contingent Liabilities

There are capital commitments of grant funds allocated but not yet distributed at 31 March 2021 in the sum of £17,553.

The funding received from Historic Environment Scotland is subject to claw back in the event that it is not applied in accordance with the grant award terms.

13. Leasing commitment

The company entered into a three-year lease of its premises from November 2019. Future costs for rent and service charges amount to £15,485. (2020 £25,265)

The company entered into a three-year lease for a printer effective from November 2019. Future rentals amount to £1,406. (2020 £2,294)

14. Related Party Disclosures

During the period Stirling Council awarded a revenue grant of £25,000 (2020 - £25,000). Costs recharged by Stirling Council in relation to the Trust Manager's salary and expenses were £10,565 (2020 - £47,203). Creditors include £Nil (2020 - £21,259) for these costs.

15. Ultimate Controlling Party

The Trust is under the control of the trustees who are also the directors of the charitable company.

16. Company Limited by Guarantee and not having Share Capital

The Trust is a company limited by guarantee and does not have share capital. In accordance with the Memorandum and Articles of Association every member of the Trust undertakes to contribute such amounts as may be required, not exceeding £1 each, to the assets of the Trust in the event of the Trust being wound up while being a member or within one year after ceasing to be a member. Such contributions would be towards the costs, charges and expenses of winding up the Trust and for adjustment of the rights of the contributors among themselves. The Trust had 10 Trustees at 31 March 2021.

17. Reconciliation of net movement in funds to net cash flow from operating activities

	31.03.21	31.03.20
	£	£
Net movement in funds	47,886	(4,529)
Adjustments for:		
Depreciation charges	3,593	5,326
Interest income from investing activities	(73)	(326)
(Increase) / decrease in debtors	(139,697)	63,939
Increase / (decrease) in creditors	(15,703)	(6,621)
Net cash (used) / provided by operating activities	<u>(103,994)</u>	<u>57,789</u>

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2021

	2021	2020
	£	£
Income		
Grants receivable	379,398	290,431
Subscriptions (TBHCS)	5,243	5,693
Inspection and other fees (TBHCS)	5,862	6,285
Bank interest receivable	73	326
	<u>390,576</u>	<u>302,735</u>
Expenditure		
King Street Funding Initiative 2012-15	30,832	12,182
King Street Funding Initiative 2016-18	6,786	-
Traditional Buildings Repair Grants	27,274	27,213
Education & Outreach Project	15,199	3,928
Project Fund Costs	-	5,000
Trust Manager's Costs	10,565	47,203
Wages	194,968	124,812
Staff Pension Costs	4,956	2,537
Professional Fees	5,657	27,474
Postage and Stationery	1,511	1,650
Marketing	4,399	3,273
HR Expenses	1,048	3,008
Rent & Rates	7,552	10,526
Heat & Light	1,147	1,381
Repairs and Renewals	-	1,035
Insurance	7,026	6,335
Telephone	835	821
Subscriptions	-	1,541
Staff Training / Workwear	2,639	2,588
Database Development Costs	4,860	4,590
Office Change Costs	-	2,287
Vehicle Leasing etc.	4,298	5,135
Sundry Expenses	625	1,220
IT Support	3,298	3,296
Bank Charges	322	383
Asset Depreciation / Disposals	3,593	5,326
Audit and Accountancy	3,300	2,520
	<u>342,690</u>	<u>307,264</u>
Net Incoming / (Outgoing) Resources	<u>47,886</u>	<u>(4,529)</u>