

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

REPORT and FINANCIAL STATEMENTS

for the year ended 31 March 2018



**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 2018

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 2018. 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 2017 (FRS102).

Reference and administrative information

Charity name:	Stirling City Heritage Trust
Charity number:	Scottish Charity Registration No. SC037888
Company number:	SC277033
Company Secretary:	Mrs C Moodie
Registered Office:	Unit 60 Wellgreen Stirling Business Centre Stirling FK8 2DZ
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 2018:

Mr D Black – Chairman
Mr J Thomson - Vice Chairman
Dr M Taylor
Mr A McEwan
Mrs C Moodie
Mr G Edwards
Mr J Docherty
Mr M Wright
Mr D Gibson (Appointed 14 December 2017)

**STIRLING CITY HERITAGE TRUST
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Trustees' Annual Report for the year ended 31 March 2018 (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 administration of Conservation Grant Schemes.

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 managers and / or Board. On appointment new trustees are provided with an induction pack detailing the work of the trust and their responsibilities as trustees under company law and other regulations. Induction and guidance is provided by the trust managers.

Organisation

The operations of the Trust are managed by the Trust Manager, Sonya Linskaill, with the assistance of the Office Manager, Julie Lonsdale (from Sept 2017). The Trust Manager has been assisted on grant and educational projects by an external consultant, Lindsay Lennie, in order to cover the additional hours required by the Trust Manager on the Traditional Buildings Health Check pilot project. The Trust employs 3 staff who work directly on the Traditional Buildings Health Check project.

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 Historic Environment Scotland to the Trust dated 5 September 2006. The current funding award covers the three year period to 31 March 2018. The grants are to be applied in furtherance of the Trust purposes and are subject to the conditions of the Historic Scotland Offer of Grant. There is also an agreed annual grant of £70,000 to cover general revenue expenditure. Stirling Council also provides an annual revenue grant of £25,000. Since April 2013, the Trust has received funding from Historic Environment Scotland to deliver the pilot initiative Traditional Buildings Health Check Scheme. The pilot funding continued until 31 March 2018. Funds included for the employment of 3 staff in 2017/18 plus a portion of Trust Manager time.

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 2018 (continued)

Related Parties

The Trust has a close working relationship with Stirling Council, which nominates two trustees to the board. The Trust receives funding from Stirling Council to further the aims and objectives of the Trust.

Review of financial position

In addition to the unrestricted funds in reserve at the end of the financial year the Trust held £576,493 in restricted reserves for a number of grant initiatives. Refer to Note 11 for detail.

Plans for the future

As part of the Historic Environment Scotland (HES) overall review of its grant funding distribution, a review of all City Heritage Trusts was undertaken in 2016 by Jura Consultants. Thereafter, in July 2017, it was confirmed that the HES Board had approved funds for the City Heritage Trusts for 2018-2021. As a result a funding application was made in November 2017 which comprised a Business Plan and Evaluation Plan. HES had indicated that Offers of Grant would be made by the end of January 2018 for the financial period 2018-2021, however internal delays at HES have occurred. In February 2018 HES made an Offer of Grant of £35,000 as a means to cover revenue from April 2018 until the final 3-year offer was concluded. HES issued a formal Offer of Grant on 10th August 2018 in the sum of £935,000 for the period 1st April 2018 to 31st March 2021. It is understood the earlier grant of £35,000 will be redacted."

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 2018 (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

13 August 2018

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 2018 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 to them 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 2018, 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

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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.

24 August 2018

STIRLING CITY HERITAGE TRUST
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Statement of Financial Activities (including income and expenditure account)
for the year ended 31 March 2018

	Note	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total 2018 £	Total 2017 £
INCOME					
Income from charitable activities:					
Grants receivable	2	95,000	515,475	610,475	315,840
Subscriptions (TBHCS)		4,732	-	4,732	3,702
Inspection fees (TBHCS)		7,255	-	7,255	11,298
Bank interest receivable		122	-	122	419
Total Income		107,109	515,475	622,584	331,259
EXPENDITURE					
Charitable activities	4	96,765	459,305	556,070	315,522
Total Expenditure		96,765	459,305	556,070	315,522
Net Income/(Expenditure) before transfers		10,344	56,170	66,514	15,737
Transfers		441	(441)	-	-
Net movement in funds for the year		10,785	55,729	66,514	15,737
Total funds brought forward		212,999	520,764	733,763	718,026
Total funds carried forward	11	223,784	576,493	800,277	733,763

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

All income and expenditure derive from continuing activities.

The notes on pages 10 to 15 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
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Statement of Cash Flows for year ended 31 March 2018

	Note	Year to 31.03.18 £	Year to 31.03.17 £
Cash flows from operating activities	17	<u>(258,536)</u>	<u>(26,515)</u>
Cash flows from investing activities:			
Interest income		122	419
Purchase of tangible assets		<u>-</u>	<u>(1,466)</u>
Net cash (used by) / received from investing activities		<u>122</u>	<u>(1,047)</u>
(Decrease) / Increase in cash and cash equivalents in the year		(258,414)	(27,562)
Cash and cash equivalents at the beginning of the year		679,940	707,502
Cash and cash equivalents at the end of the year		<u><u>421,526</u></u>	<u><u>679,940</u></u>

The notes on pages 10 to 15 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
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Balance Sheet as at 31 March 2018

	Note	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Fixed Assets					
Tangible Assets	7	11,808	-	11,808	13,892
Current Assets					
Debtors	8	71,230	376,381	447,611	115,298
Cash at bank and in hand		181,450	240,076	421,526	679,940
Total Current Assets		252,680	616,457	869,137	795,238
Current Liabilities					
Creditors falling due within one year	9	(40,704)	(39,964)	(80,668)	(75,367)
Net Current Assets		211,976	576,493	788,469	719,871
Net Assets		223,784	576,493	800,277	733,763
The funds of the charity:					
Unrestricted Funds		223,784	-	223,784	212,999
Restricted Funds		-	576,493	576,493	520,764
Total charity funds	11	223,784	576,493	800,277	733,763

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 10 to 15 form part of the financial statements.

Approved by the Board of Directors on 13 August 2018 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 2018

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 had secured funding arrangements for the period to 31 March 2018 to enable the charity to continue its activities until that date. Funding after that date will be made based on the Trust's Business Plan and application to Historic Environment Scotland (HES) in November 2017 for the funding for the 3 year period ending March 2021. In February 2018 HES made an Offer of Grant of £35,000 as a means to cover revenue from 1 April 2018 until the final 3-year offer was concluded. HES has since made an Offer of Grant of a total of £935,000 for the 3 year period ending 31 March 2021. Stirling Council has confirmed its ongoing commitment of unrestricted funds for the next 3 year period.

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. In addition, Trust Manager's costs are allocated to the Traditional Buildings Health Check pilot project based on agreed budgets.

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 create 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
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Notes to the Financial Statements
for the year ended 31 March 2018

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

	2018	2017
	£	£
Historic Environment Scotland	585,475	290,840
Stirling Council	25,000	25,000
	<u>610,475</u>	<u>315,840</u>

3. Surplus / (deficit) for the year

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

	2018	2017
	£	£
Board of Directors and Members costs	-	-
Depreciation	2,084	2,451
Auditor's remuneration		
- Audit services	2,520	2,400
- Other services	3,000	3,000
	<u>3,000</u>	<u>3,000</u>

4. Total expenditure

	Other Costs £	Grant Funding £	Total 2018 £	Total 2017 £
Charitable Activities				
Trust Manager's Costs	47,844	-	47,844	52,601
Payroll and Other Direct Costs	137,613	-	137,613	127,355
Professional Fees	33,341	-	33,341	52,278
Support Costs	17,170	-	17,170	8,024
Depreciation	2,084	-	2,084	2,451
	<u>238,052</u>	-	<u>238,052</u>	<u>242,709</u>
Education & Training Project	-	21,528	21,528	5,818
King Street Funding Initiative 2012-15	-	243,281	243,281	22,883
King Street Funding Initiative 2016-18	-	16,287	16,287	-
Traditional Buildings Repair Grants	-	33,402	33,402	40,212
	-	<u>314,498</u>	<u>314,498</u>	<u>68,913</u>
Governance Costs	<u>3,520</u>	-	<u>3,520</u>	<u>3,900</u>
Total	<u>241,572</u>	<u>314,498</u>	<u>556,070</u>	<u>315,522</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 2018

5. Employees

	2018	2017
	£	£
Gross pay	113,644	89,635
Employers NI	8,129	9,087
Pension costs	1,068	-
Employment Allowance	<u>(3,000)</u>	<u>(3,000)</u>
	<u>119,841</u>	<u>95,722</u>

The Articles of Association preclude the payment of remuneration to directors and no fees or expenses were paid.

No employee was remunerated at a rate exceeding £60,000 per annum. During the year the average number of employees was 3 (2017 - 3).

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 2017	21,822
Additions	-
Disposals	-
31 March 2018	<u>21,822</u>
Depreciation	
1 April 2017	7,930
Charge for year	2,084
On Disposals	-
31 March 2018	<u>10,014</u>
Net Book Value 31 March 2018	<u>11,808</u>
Net Book Value 31 March 2017	<u>13,892</u>

8. Debtors: amounts falling due within one year

	2018	2017
	£	£
Historic Environment Scotland	411,381	108,345
Stirling Council	25,000	-
Inspection Fees / Recoverable Costs	5,359	1,644
Prepayments	<u>5,871</u>	<u>5,309</u>
	<u>447,611</u>	<u>115,298</u>

STIRLING CITY HERITAGE TRUST
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Notes to the Financial Statements
for the year ended 31 March 2018 (continued)

9. Creditors: amounts falling due within one year	2018	2017
	£	£
Accruals	80,668	75,367

10. Analysis of Net Assets / Funds at 31 March 2018

	Unrestricted Funds £	Restricted Funds £	2018 Total Funds £	2017 Total Funds £
Fixed assets	11,808	-	11,808	13,892
Current assets				
Debtors	71,230	376,381	447,611	115,298
Cash at bank and in hand	181,450	240,076	421,526	679,940
Current liabilities	(40,704)	(39,964)	(80,668)	(75,367)
Net Assets/Funds	223,784	576,493	800,277	733,763

11. Movement in Funds

	At 1 April 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2018 £
Restricted Funds					
Façade Enhancement Scheme	49,477	-	-	(49,035)	442
Traditional Buildings H C Scheme	18,477	75,000	(159,939)	66,462	-
King Street Funding Initiative 2012-15	424,702	-	(243,281)	(15,369)	166,052
King Street Funding Initiative 2016-18	16,531	340,316	(16,287)	-	340,560
Traditional Buildings Repair Grant	11,577	58,366	(18,270)	(2,499)	49,174
Education & Training Project	-	21,899	(21,528)	-	371
Bannockburn House Grant	-	19,894	-	-	19,894
Total Restricted Funds	520,764	515,475	(459,305)	(441)	576,493
Unrestricted Funds					
General	68,557	87,109	(81,633)	(2,058)	71,975
Designated:					
Traditional Buildings Repair Grant	86,334	-	(15,132)	2,499	73,701
Project fund	18,768	-	-	-	18,768
King Street Funding Initiative 2016-18	39,340	20,000	-	-	59,340
	212,999	107,109	(96,765)	441	223,784
Total Funds	733,763	622,584	(556,070)	-	800,277

**STIRLING CITY HERITAGE TRUST
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**Notes to the Financial Statements
for the year ended 31 March 2018 (continued)**

11. Movements in funds (continued)

Restricted fund purposes:

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.

Traditional Buildings Health Check Scheme - TBHCS

For the period to March 2018 this scheme is funded by grants from Historic Environment Scotland and fees charged to scheme members. The resources are applied to meet operational costs of running the pilot.

King Street Funding Initiative

This is 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. The first funds were drawn down from Historic Environment Scotland for 2012–2015, with final funds drawn down from the 2015-18 Offer of Grant at March 2018. During the year the initiative disbursed grant funds to assist in property repair and enhancement. It is expected that allocated funds will be expended during 2018 for projects with a start date on site at the end of March 2018, excepting any contract retentions. FES funds not allocated at 31 March 2018 will be carried forward for use in the next period in line with the city centre economic and enhancement aims of the fund.

Education & Training Projects

This fund consisted of educational events, training and publications relating to the heritage of Stirling and broader traditional skills and materials. Projects including celebrating the local Victorian architect, John Allan; and exhibition and booklet on King Street; contractor training in lead and lime work skills; a 2 day secondary schools demonstration event.

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHCS member properties. During the year £18,270 was disbursed by way of grants for that purpose

Bannockburn House Grant

A grant for emergency repairs was made to this building on advice and agreement with Historic Environment Scotland as an exception to the conditions of the Trust's Offer of Grant 2015-18.

Designated fund purposes:

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHCS member properties. During the year £15,132 was disbursed by way of grants for that purpose

Project fund

These funds have been designated to fund one-off projects that may arise.

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.

During the year the initiative distributed grant funds to assist in property repair and enhancement. It is expected that allocated funds will be expended during 2018 for projects with a start date on site at the end of March 2018, excepting any contract retentions. Unrestricted funds not allocated at 31 March 2018 will be carried forward for use in the next period in line with the city centre economic and enhancement aims of the fund .

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2018 (continued)

12. Capital Commitments and Contingent Liabilities

There are capital commitments of grant funds allocated but not yet distributed at 31 March 2018 in the sum of £576,209.

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 has entered into a lease of its premises at a cost of £10,656 per annum under a contract that is renewed on an annual basis.

14. Related Party Disclosures

During the period Stirling Council awarded a revenue grant of £25,000 (2017 - £25,000). Creditors include costs recharged by Stirling Council in relation to the Trust Manager's salary and expenses of £47,844 in the year to 31 March 2018 (2017 - £52,601).

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 contributions among themselves. The Trust had 9 Trustees at 31 March 2018.

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

	31.03.18	31.03.17
	£	£
Net movement in funds	66,514	15,737
Adjustments for:		
Depreciation charges	2,084	2,451
Interest income from investing activities	(122)	(419)
(Increase) / decrease in debtors	(332,313)	68,853
Increase / (decrease) in creditors	5,301	(113,137)
Net cash (used) / provided by operating activities	<u>(258,536)</u>	<u>(26,515)</u>

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2018

	2018	2017
	£	£
Income		
Grants receivable	610,475	315,840
Subscriptions (TBHCS)	4,732	3,702
Inspection fees (TBHCS)	7,255	11,298
Bank interest receivable	122	419
	<u>622,584</u>	<u>331,259</u>
Expenditure		
King Street Funding Initiative 2012-15	243,281	22,883
King Street Funding Initiative 2016-18	16,287	-
Traditional Buildings Repair Grants	33,402	40,212
Education & Training Project	21,528	5,818
Trust Manager's Costs	47,844	52,601
Wages	118,773	95,722
Staff Pension Costs	633	-
Professional Fees	33,341	52,278
Postage and Stationery	2,894	2,545
Marketing	1,649	5,340
HR Expenses	300	1,105
Rent & Rates	11,442	10,554
Heat & Light	1,154	1,086
Repairs and Renewals	801	174
Insurance	6,598	5,918
Telephone	1,101	396
Subscriptions	1,168	839
Staff Training / Workwear	757	2,084
Travel and Subsistence	222	23
Vehicle Leasing etc.	2,458	3,309
Sundry Expenses	1,337	2,207
IT Support	3,103	3,709
Bank Charges	393	368
Depreciation	2,084	2,451
Audit and Accountancy	3,520	3,900
	<u>556,070</u>	<u>315,522</u>
Net Incoming / (Outgoing) Resources	<u>66,514</u>	<u>15,737</u>