

REGISTERED COMPANY NUMBER: 281781 (Scotland)
REGISTERED CHARITY NUMBER: SC039254

**Report of the Trustees and
Financial Statements For The Year Ended 31 March 2011
for
Halkirk District Benefit Fund**

Reid & Fraser
Chartered Accountants
15 Princes Street
Thurso
Caithness
KW14 7BQ

Halkirk District Benefit Fund

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Halkirk District Benefit Fund

Report of the Trustees for the Year Ended 31 March 2011

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2011. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

281781 (Scotland)

Registered Charity number

SC039254

Registered office

28 Queensgate

Inverness

Highland

IV1 1YN

Trustees

P J W Blackwood

- resigned 18.3.11

W Manson

- resigned 18.3.11

Mrs K Cartwright

Lt Cdr S Mills

Mrs J S Mowat

- resigned 22.4.10

D Munro

N S Fraser

Mrs K E G Coghill

- appointed 3.3.11

Company Secretary

Macleod & MacCallum

Independent Examiner

Stuart D Walker

Chartered Accountant

Reid & Fraser

Chartered Accountants

15 Princes Street

Thurso

Caithness

KW14 7BQ

Bankers

The Royal Bank of Scotland plc

Olig Street

Thurso

Caithness

KW14 7BL

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was incorporated on 18 March 2005 and is limited by guarantee, not having a share capital. The company was registered by the Office of the Scottish Charity Regulator as a charity under the Scottish Charity number SC039254 on 16 February 2008.

Each member of the company has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of Halkirk District Benefit Fund being placed in liquidation.

Halkirk District Benefit Fund

Report of the Trustees for the Year Ended 31 March 2011

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The directors, as the trustees are known, during the year of review to the date of this report are listed above.

One third of the directors retire in rotation annually but may be re-appointed for a further period of three years provided that no director shall serve continuously for a period of more than six years without there being a period of not less than one year when that person does not act as a director.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the company in the year under review was that of the promotion of the general interests of the Halkirk District Community Council area.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year to 31 March 2011 the membership was invited to apply for grants to assist with projects which would benefit both Group and Individual members. A number of applications were received and by 31 March 2011 the directors had considered and paid grants to:

- a) Halkirk Primary School Parent Council to assist with the cost of school trips.
- b) Mr D Eyers to assist with transport and accommodation costs to attend athletic events for Miss S Eyers.
- c) Mr P Stewart towards the costs of trip to South Africa and Lesotho by Mr B Stewart to undertake charity work.
- d) Halkirk Bowling Club towards the cost of new bowling mats.

Grants had also been awarded during the year, but remain unpaid at the year end, to the following:

- a) Halkirk Primary School Parent Council towards the costs of the P7 annual school trip.
- b) Halkirk Highland Games towards the cost of new marquees.
- c) Halkirk Heritage and Vintage Motor Society towards the cost of display stands.
- d) Caithness Indoor Riding School increase in grant towards the development of facilities.

Grants awarded in previous years, and remain unpaid at the year end, to the following organisations:

- a) Archie Sinclair Fossil Centre.
- b) Mr & Mrs O'Kane.
- c) Caithness Indoor Riding School.
- d) Halkirk Community Sports Foundation.

The following grants, previously awarded, lapsed during the year or were no longer required:

- a) Halkirk Playgroup and Toddler Group.
- b) Halkirk Primary School Parent Council.

FINANCIAL REVIEW

The directors consider the financial status of the company to be in a satisfactory state with surplus funds being invested on deposit at current rates of interest producing additional revenue so increasing the company's reserves available for grants.

Reserves

The reserve balances represent the unrestricted and restricted fund balances arising from past operating results. The directors are satisfied that the reserves will meet the working capital requirements of the company.

Halkirk District Benefit Fund

**Report of the Trustees
for the Year Ended 31 March 2011**

PLANS FOR FUTURE PERIODS

The directors will continue to publicise the fund and raise its profile through advertising and holding membership meetings. Member Groups and Individuals will be invited to apply for grants for projects that will benefit the community.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD :

.....
Mrs K Cartwright - Trustee

Date:

**Independent Examiner's Report to the Trustees of
Halkirk District Benefit Fund**

I report on the accounts for the year ended 31 March 2011 set out on pages five to ten.

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's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) 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 the independent examiner's report

My examination was 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (1) 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 to 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.

Stuart D Walker
Chartered Accountant
Reid & Fraser
Chartered Accountants
15 Princes Street
Thurso
Caithness
KW14 7BQ

Date:

Halkirk District Benefit Fund

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2011

	Notes	2011 Unrestricted funds £	2010 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income		63,142	63,888
Investment income	2	4,227	2,846
Total incoming resources		67,369	66,734
RESOURCES EXPENDED			
Charitable activities			
Grants awarded		30,620	92,329
Governance costs		646	575
Other resources expended		1,803	1,936
Total resources expended		33,069	94,840
NET INCOMING/(OUTGOING) RESOURCES		34,300	(28,106)
RECONCILIATION OF FUNDS			
Total funds brought forward		286,701	314,807
TOTAL FUNDS CARRIED FORWARD		321,001	286,701

The notes form part of these financial statements

Halkirk District Benefit Fund

Balance Sheet At 31 March 2011

	Notes	2011 Unrestricted funds £	2010 Total funds £
CURRENT ASSETS			
Cash at bank		530,460	547,020
CREDITORS			
Amounts falling due within one year	6	(209,459)	(110,319)
NET CURRENT ASSETS		<u>321,001</u>	<u>436,701</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		321,001	436,701
CREDITORS			
Amounts falling due after more than one year	7	-	(150,000)
NET ASSETS		<u>321,001</u>	<u>286,701</u>
FUNDS	8		
Unrestricted funds: General fund		321,001	286,701
TOTAL FUNDS		<u>321,001</u>	<u>286,701</u>

The notes form part of these financial statements

Halkirk District Benefit Fund

Balance Sheet - continued
At 31 March 2011

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2011.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2011 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Mrs K Cartwright -Trustee

Halkirk District Benefit Fund

Notes to the Financial Statements for the Year Ended 31 March 2011

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Grants awarded

Grants awarded are recognised in full in the year in which directors formally approve an award. Any grant awards unpaid at the year end are shown as liabilities in the balance sheet.

2. INVESTMENT INCOME

	2011	2010
	£	£
Deposit account interest	<u>4,227</u>	<u>2,846</u>

3. GRANTS PAYABLE

	2011	2010
	£	£
Grants awarded	<u>30,620</u>	<u>92,329</u>

Halkirk District Benefit Fund

Notes to the Financial Statements - continued for the Year Ended 31 March 2011

3. GRANTS PAYABLE - continued

	2011	2010
	£	£
Halkirk Primary School Parent Council	500	335
Mr & Mrs A Gunn	-	325
Halkirk Heritage & Vintage Motor Society	1,000	950
Halkirk Guides	-	900
Halkirk Village Council	-	36,499
Mr & Mrs O'Kane	-	520
Halkirk Primary School Parent Council	2,000	1,000
Halkirk Playgroup & Toddler Group	(480)	800
Halkirk Guides	-	500
Halkirk Primary School	(200)	500
Caithness Indoor Riding School	10,000	50,000
Mr D Eyers	500	-
Mr B Stewart	200	-
Halkirk Bowling Club	1,600	-
Halkirk Highland Games	15,500	-
	<u>30,620</u>	<u>92,329</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2011 nor for the year ended 31 March 2010 .

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2011 nor for the year ended 31 March 2010 .

5. TAXATION

The company was registered as a charity on 16 February 2008 with Scottish Charity reference SC039254.

No liability to UK corporation tax arose on ordinary activities for the year ended 31 March 2011 nor for the year ended 31 March 2010.

The directors do not consider that the company's operating income is taxable. Operating income consists of income payable by a local energy company which will be distributed to local community groups in future periods. As such the directors do not consider that the company's activities give rise to profit which is taxable.

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2011	2010
	£	£
Grants awarded	208,959	109,819
Other creditors	500	500
	<u>209,459</u>	<u>110,319</u>

Halkirk District Benefit Fund

Notes to the Financial Statements - continued for the Year Ended 31 March 2011

7. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2011 £	2010 £
Grants awarded	-	150,000
	<u> </u>	<u> </u>

8. MOVEMENT IN FUNDS

	At 1.4.10 £	Net movement in funds £	At 31.3.11 £
Unrestricted funds			
General fund	286,701	34,300	321,001
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>286,701</u>	<u>34,300</u>	<u>321,001</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	67,369	(33,069)	34,300
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>67,369</u>	<u>(33,069)</u>	<u>34,300</u>

9. RELATED PARTY DISCLOSURES

During the year a grant of £1,000 was awarded to Halkirk Heritage & Vintage Motor Society in which Mr P Blackwood, Mr W Manson & Mrs J Mowat are involved. The grant remains unpaid at 31 March 2011.

A grant of £36,499 was paid to Halkirk Village Council, of which Mr W Manson is chairman and Mr P Blackwood is assistant treasurer.

Halkirk District Benefit Fund

Detailed Statement of Financial Activities for the Year Ended 31 March 2011

	2011 £	2010 £
INCOMING RESOURCES		
Voluntary income		
Wind farm - community income	63,142	63,888
Investment income		
Deposit account interest	4,227	2,846
Total incoming resources	67,369	66,734
RESOURCES EXPENDED		
Charitable activities		
Grants awarded	30,620	92,329
Governance costs		
Accountancy	646	575
Support costs		
Management		
Website Development	263	252
Postage and stationery	70	260
Advertising	-	228
Secretarial expenses	1,226	952
Meetings' expenses	123	99
Sundry expenses	61	85
	1,743	1,876
Finance		
Bank charges	60	60
Total resources expended	33,069	94,840
Net income/(expenditure)	34,300	(28,106)

This page does not form part of the statutory financial statements