

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

**Report of the Trustees and
Financial Statements For The Year Ended 31 March 2010
for
Halkirk District Benefit Fund**

Reid & Fraser
15 Princes Street
Thurso
Caithness
KW14 7BQ

Halkirk District Benefit Fund

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for the Year Ended 31 March 2010**

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Halkirk District Benefit Fund

Report of the Trustees for the Year Ended 31 March 2010

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 2010. 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
W Manson
Mrs K Cartwright
Lt Cdr S Mills
Mrs J S Mowat
D Munro
N S Fraser

- appointed 6.4.09
- appointed 9.9.09
- appointed 9.9.09

Company Secretary
Macleod & MacCallum

Independent Examiner

Stuart D Walker
Chartered Accountant
Reid & Fraser
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 2010

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 2010 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 2010 the directors had considered and paid grants to:

- a) Halkirk Primary School Parent Council to assist with travel costs for P1-P6 trips.
- b) Mr & Mrs A Gunn to assist with the cost of Miss R Gunn attending National Pony Club Championships.
- c) Halkirk Heritage and Vintage Motor Society to replace plaque on original road bridge over Thurso River.
- d) Halkirk Guides to replace blinds in meeting room.

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

- a) Halkirk Village Council towards the cost of upgrading the Ross Institute.
- b) Mr & Mrs O'Kane to assist with the travel costs for S O'Kane attending training sessions.
- c) Halkirk Primary School Parent Council towards the costs of the P7 annual school trip.
- d) Halkirk Playgroup & Toddler Group towards transport costs for pre-school trips.
- e) Halkirk Guides towards the costs of attending the Guiding Centenary Camp.
- f) Halkirk Primary School towards the transport costs to attend Caithness Science Festival.
- g) Caithness Indoor Riding School towards the development of facilities.

FINANCIAL REVIEW

The directors consider the financial status of the company to be in a satisfactory state with surplus funds being invested on the Money Market at competitive 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.

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.

Halkirk District Benefit Fund

**Report of the Trustees
for the Year Ended 31 March 2010**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Halkirk District Benefit Fund for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and 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 those financial statements, the trustees are required to

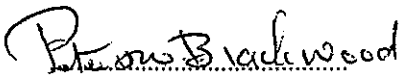
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

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:


P J W Blackwood - Trustee

Date: 30/8/2010

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

I report on the accounts for the year ended 31 March 2010 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
15 Princes Street
Thurso
Caithness
KW14 7BQ

Date: 31.8.10.....

Halkirk District Benefit Fund

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2010

	Notes	2010 Unrestricted funds £	2009 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income		63,888	61,321
Investment income	2	2,846	25,343
Total incoming resources		66,734	86,664
RESOURCES EXPENDED			
Charitable activities			
Grants awarded		92,329	281,100
Governance costs		575	500
Other resources expended		1,936	3,681
Total resources expended		94,840	285,281
NET INCOMING/(OUTGOING) RESOURCES			
		(28,106)	(198,617)
RECONCILIATION OF FUNDS			
Total funds brought forward		314,807	513,424
TOTAL FUNDS CARRIED FORWARD		286,701	314,807

The notes form part of these financial statements

Halkirk District Benefit Fund

Balance Sheet
At 31 March 2010

	Notes	2010 Unrestricted funds £	2009 Total funds £
CURRENT ASSETS			
Debtors: amounts falling due within one year	6	-	318
Cash at bank		<u>547,020</u>	<u>519,189</u>
		547,020	519,507
CREDITORS			
Amounts falling due within one year	7	<u>(110,319)</u>	<u>(54,700)</u>
NET CURRENT ASSETS		<u>436,701</u>	<u>464,807</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		436,701	464,807
CREDITORS			
Amounts falling due after more than one year	8	<u>(150,000)</u>	<u>(150,000)</u>
NET ASSETS		<u>286,701</u>	<u>314,807</u>
FUNDS			
Unrestricted funds: General fund	9	<u>286,701</u>	<u>314,807</u>
TOTAL FUNDS		<u>286,701</u>	<u>314,807</u>

The notes form part of these financial statements

Halkirk District Benefit Fund

**Balance Sheet - continued
At 31 March 2010**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2010.

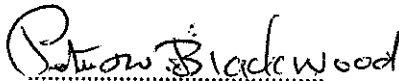
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2010 in accordance with Section 476 of the Companies Act 2006.

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 on30/8/2010..... and were signed on its behalf by:



P J W Blackwood -Trustee

Halkirk District Benefit Fund

Notes to the Financial Statements for the Year Ended 31 March 2010

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

	2010	2009
	£	£
Deposit account interest	<u>2,846</u>	<u>25,343</u>

3. GRANTS PAYABLE

	2010	2009
	£	£
Grants awarded	<u>92,329</u>	<u>281,100</u>

Halkirk District Benefit Fund

Notes to the Financial Statements - continued for the Year Ended 31 March 2010

3. GRANTS PAYABLE - continued

	2010	2009
	£	£
Halkirk Primary School Parent Council	335	-
Mr & Mrs A Gunn	325	-
Halkirk Heritage & Vintage Motor Society	950	-
Halkirk Guides	900	-
Halkirk Village Council	36,499	-
Mr & Mrs O'Kane	520	-
Halkirk Primary School Parent Council	1,000	-
Halkirk Playgroup & Toddler Group	800	-
Halkirk Guides	500	-
Halkirk Primary School	500	-
Caithness Indoor Riding School	50,000	-
Halkirk Community Sports Foundation	-	150,000
Spittal Village Hall	-	100,000
Archie Sinclair Fossil Centre	-	20,000
Halkirk Village Council	-	8,300
Halkirk Football Club	-	900
Halkirk Primary School Parent Council	-	1,000
Halkirk Sports & Recreation Club	-	900
	<u>92,329</u>	<u>281,100</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2010 nor for the year ended 31 March 2009.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2010 nor for the year ended 31 March 2009.

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 2010 nor for the year ended 31 March 2009.

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. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010	2009
	£	£
Accrued interest	-	318
	<u>-</u>	<u>318</u>

Halkirk District Benefit Fund

Notes to the Financial Statements - continued
for the Year Ended 31 March 2010

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2010 £	2009 £
Grants awarded	109,819	54,200
Other creditors	500	500
	<u>110,319</u>	<u>54,700</u>

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

	2010 £	2009 £
Grants awarded	<u>150,000</u>	<u>150,000</u>

9. MOVEMENT IN FUNDS

	At 1.4.09 £	Net movement in funds £	At 31.3.10 £
Unrestricted funds			
General fund	314,807	(28,106)	286,701
	<u>314,807</u>	<u>(28,106)</u>	<u>286,701</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	66,734	(94,840)	(28,106)
	<u>66,734</u>	<u>(94,840)</u>	<u>(28,106)</u>

10. RELATED PARTY DISCLOSURES

During the year a grant of £950 was paid to Halkirk Heritage & Vintage Motor Society in which Mr P Blackwood, Mr W Manson & Mrs J Mowat are involved.

A grant of £36,499 was awarded to Halkirk Village Council, of which Mr W Manson is chairman and Mr P Blackwood is assistant treasurer. The grant remains unpaid at 31 March 2010.

Halkirk District Benefit Fund

Detailed Statement of Financial Activities
for the Year Ended 31 March 2010

	2010	2009
	£	£
INCOMING RESOURCES		
Voluntary income		
Wind farm - community income	63,888	61,321
Investment income		
Deposit account interest	2,846	25,343
Total incoming resources	<u>66,734</u>	<u>86,664</u>
RESOURCES EXPENDED		
Charitable activities		
Grants awarded	92,329	281,100
Governance costs		
Accountancy	575	500
Support costs		
Management		
Website Development	252	898
Postage and stationery	260	296
Advertising	228	-
Secretarial expenses	952	864
Meetings' expenses	99	165
Accountancy & Tax	-	830
Professional fees	-	390
Sundry expenses	85	130
	<u>1,876</u>	<u>3,573</u>
Finance		
Bank charges	60	105
Bank interest	-	3
	<u>60</u>	<u>108</u>
Total resources expended	<u>94,840</u>	<u>285,281</u>
Net expenditure	<u><u>(28,106)</u></u>	<u><u>(198,617)</u></u>

This page does not form part of the statutory financial statements