

REGISTERED COMPANY NUMBER: 177372 (Scotland)
REGISTERED CHARITY NUMBER: SC013885

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2016
for
Skye & Lochalsh Council for Voluntary Organisations

Donald Rankin Business Services
Tigh an Oisean
Bridge Road
PORTREE
Isle of Skye
Highland
IV51 9ER

Skye & Lochalsh Council for Voluntary Organisations

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for the Year Ended 31 March 2016

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Skye & Lochalsh Council for Voluntary Organisations

Report of the Trustees
for the Year Ended 31 March 2016

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 2016. 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
177372 (Scotland)

Registered Charity number
SC013885

Registered office
Tigh Lisigarry
Bridge Road
Portree
Isle of Skye
IV51 9ER

Trustees
P A Urquhart
J A Fraser
C Pearson
Mrs J M Westgarth
R MacNeill
A Robertson - resigned 9.9.15
J Towers

Company Secretary
Mrs M Gillies

Independent examiner
Jacqueline Smith CPFA
Donald Rankin Business Services
Tigh an Oisean
Bridge Road
PORTREE
Isle of Skye
Highland
IV51 9ER

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

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

Skye and Lochalsh CVO exists to represent and support the voluntary sector, to assist organisations in coming together for common purposes, and to enable local people to gain access to the decision making processes which affect their community. In the year under review, Skye and Lochalsh CVO has continued to provide support, information and practical services to the needs of the local Voluntary Sector groups, enabling them to make a valuable and much needed contribution to the social, health and economic welfare of the Skye and Lochalsh area.

Report of the Trustees
for the Year Ended 31 March 2016

OBJECTIVES AND ACTIVITIES

Membership of Skye and Lochalsh CVO remains buoyant, with over 200 members. Analysis of the local community sector (through our member groups) indicates a consistently wide range of well-established community activity including groups providing arts and culture activities; health and welfare services; community and village facilities and sports/leisure/recreation activities and facilities. Our social media outlets are proving to be popular, with visits and likes increasing month on month.

Our Scottish Government core funding is linked directly to the delivery of work related to the four core Third Sector Interface functions which are:

- Developing a Strong Third Sector;
- Supporting Social Enterprise;
- Building Third Sector Relationship with Community Planning; and
- Volunteering Development.

The grant allocation from the HTSI remained the same as last year, at £59,697, albeit on a yearly rather than 3 yearly basis. The Scottish Government has commissioned a review of the TSI network, and we await their findings, in terms of finance as well as structure.

ACHIEVEMENT AND PERFORMANCE

The energies of both the Board and Staff of the Skye and Lochalsh CVO have been focused on delivering a number of targeted projects related to the four core Third Sector Interface functions. This year, Skye and Lochalsh CVO has:

- Worked in collaboration with the English Department of Portree High School, enabling all the 3rd year pupils of the school to participate in their first ever Youth Philanthropy Initiative, introducing the youngsters to the ethos and practicality of volunteering and social awareness. This excellent opportunity to capacity build within the future citizens of our local community saw the burgeoning awareness grow into accomplished and informed final presentations, with a cheque for £3000 being awarded to the winning charity, the local mental health group Am Fasgadh;
- In partnership with the Scottish Community Development Centre, conducted an intensive and far-reaching project in the Portree and Braes Community Council area of Skye, exploring what the local community needs and wants, as well as encouraging participation in local democracy and decision-making as grass roots level. SLCVO successfully applied for Investing in Ideas funding for this project, and are hopeful of further in-kind support from the SCDC as the results of the project move it forward;
- Successfully applied for funding from High Life Highland to host and facilitate training on Board Governance, Community Capacity Building and Becoming More Enterprising. The courses were hosted at 4 separate locations throughout Skye, enabling access and opportunity for those outwith the capital town, Portree. Self-directed support training was also created. The training was very well attended and a clear appetite for more was expressed by many of the community members present;
- Played a key role in the development of the Highland LEADER programme with SLCVO's Chief Officer chairing the Local Area Group, contributing to the local programme and also to Highland wide issues; and
- Continued to facilitate and promote arenas for community engagement via the many fora and committees attended. These include the NHS Highland Project Board for the current redesign of services, as well as the sub group formed around transport. SLCVO remain committed to ensuring as accessible a route as possible for interaction and participation from community groups with the policy and decision makers of our vital services.

These are just a very few of the initiatives and projects we have been involved with - on a daily basis we work with many of our 200+ membership, on issues as diverse as employment policy to full-blow crisis intervention either on our own, or in partnership with OSCR, the Office of Scottish Charitable Regulator. We have also worked closely with our local job centre, giving talks and presentations around volunteering and its many social benefits.

Skye and Lochalsh CVO Strategic work continues to involve partnership working at a local, Highland and national level. This involves growing active contribution to Community Planning with SLCVO being the official Third Sector representatives at both the local Ward Forum, and the local District Partnership Forum. We also contribute with membership of the Health, Housing and Social Care Forum, Drug and Alcohol Forum, Public Partnership Forum, Youth Development Forum and have full partnership within the Highland Third Sector Interface.

ACHIEVEMENT AND PERFORMANCE

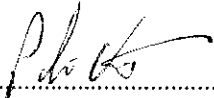
FINANCIAL REVIEW

Reserves policy

The Directors have examined the requirement for free reserves which are those unrestricted funds not invested in fixed assets, designated for specific purposes or otherwise committed. They have taken into consideration the uncertainty of funding beyond 2016, the reliance of its members on its services and the need to retain sufficient funds to remain operational whilst alternative funding is sourced in the event of core funding being withdrawn or substantially reduced.

At the balance sheet date, the company retained restricted funds of £150,310 which the directors consider to be adequate to maintain operational capacity for the foreseeable future, given the circumstances in which the company operates.

ON BEHALF OF THE BOARD



.....
Trustee - P A Urquhart

11 - 7 - 16

.....
Date

Independent Examiner's Report to the Trustees of
Skye & Lochalsh Council for Voluntary Organisations

I report on the accounts for the year ended 31 March 2016 set out on pages five to twelve.

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.

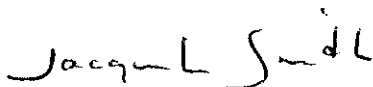
Independent examiner's statement

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.



Jacqueline Smith CPFA
Donald Rankin Business Services
Tigh an Oisean
Bridge Road
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Isle of Skye
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IV51 9ER

Date: 4th July 2016

Skye & Lochalsh Council for Voluntary Organisations

Statement of Financial Activities
for the Year Ended 31 March 2016

	Notes	Unrestricted fund £	Restricted funds £	Endowment fund £	31.3.16 Total funds £	31.3.15 Total funds £
INCOMING RESOURCES						
Incoming resources from generated funds						
Voluntary income	2	64,115	-	-	64,115	69,221
Activities for generating funds	3	4,932	-	-	4,932	7,835
Investment income	4	3,727	-	-	3,727	497
Incoming resources from charitable activities						
Toolkit		14,868	-	-	14,868	19,425
Grants		-	19,006	-	19,006	11,055
Total incoming resources		87,642	19,006	-	106,648	108,033
RESOURCES EXPENDED						
Charitable activities						
Wages		67,708	12,061	-	79,769	69,409
Social security		2,846	505	-	3,351	4,036
Pensions		3,594	-	-	3,594	3,723
Rates and water		73	-	-	73	559
Insurance		377	207	-	584	558
Light and heat		1,640	206	-	1,846	1,358
Telephone		1,128	232	-	1,360	1,661
Postage and stationery		359	947	-	1,306	2,242
Advertising		270	740	-	1,010	534
Sundries		77	-	-	77	171
Travel expenses		2,540	236	-	2,776	2,116
Repairs and renewals		117	-	-	117	1,503
Cleaning		112	77	-	189	166
Rental of office equipment		4,454	-	-	4,454	4,802
Website costs		3,277	-	-	3,277	3,339
Training and conference costs		486	-	-	486	190
Depn of freehold property		-	-	1,804	1,804	1,804
Depn of fixtures and fittings		-	53	122	175	233
Credit card charges		32	-	-	32	32
Bank charges		4	-	-	4	4
Room/hall hire		-	60	-	60	-
Open Day		-	-	-	-	153
SOPWA		-	-	-	-	478
Depreciation of computer equipment		1,042	-	-	1,042	1,390
Project launch		128	-	-	128	-
Fairer Scotland		-	300	-	300	-
Governance costs		2,749	310	-	3,059	3,032
Total resources expended		93,013	15,934	1,926	110,873	103,493
NET INCOMING/(OUTGOING) RESOURCES						
		(5,371)	3,072	(1,926)	(4,225)	4,540

The notes form part of these financial statements

Skye & Lochalsh Council for Voluntary Organisations

Statement of Financial Activities - continued
for the Year Ended 31 March 2016

	Notes	Unrestricted fund £	Restricted funds £	Endowment fund £	31.3.16 Total funds £	31.3.15 Total funds £
RECONCILIATION OF FUNDS						
Total funds brought forward		155,665	211	60,188	216,064	211,524
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD		<u>150,294</u>	<u>3,283</u>	<u>58,262</u>	<u>211,839</u>	<u>216,064</u>

The notes form part of these financial statements

Skye & Lochalsh Council for Voluntary Organisations

Balance Sheet
At 31 March 2016

	Notes	Unrestricted fund £	Restricted funds £	Endowment fund £	31.3.16 Total funds £	31.3.15 Total funds £
FIXED ASSETS						
Tangible assets	8	3,452	158	58,262	61,872	64,893
CURRENT ASSETS						
Debtors	9	276	-	-	276	4,213
Cash at bank and in hand		<u>159,211</u>	<u>4,043</u>	<u>-</u>	<u>163,254</u>	<u>155,498</u>
		159,487	4,043	-	163,530	159,711
CREDITORS						
Amounts falling due within one year	10	(12,645)	(918)	-	(13,563)	(8,540)
NET CURRENT ASSETS						
		<u>146,842</u>	<u>3,125</u>	<u>-</u>	<u>149,967</u>	<u>151,171</u>
TOTAL ASSETS LESS CURRENT LIABILITIES						
		<u>150,294</u>	<u>3,283</u>	<u>58,262</u>	<u>211,839</u>	<u>216,064</u>
NET ASSETS						
		<u><u>150,294</u></u>	<u><u>3,283</u></u>	<u><u>58,262</u></u>	<u><u>211,839</u></u>	<u><u>216,064</u></u>
FUNDS						
Unrestricted funds	11				150,294	155,665
Restricted funds					3,283	211
Endowment funds					<u>58,262</u>	<u>60,188</u>
TOTAL FUNDS						
					<u><u>211,839</u></u>	<u><u>216,064</u></u>

The notes form part of these financial statements

Skye & Lochalsh Council for Voluntary Organisations

Balance Sheet - continued
At 31 March 2016

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

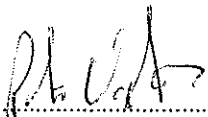
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

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 January 2015).

The financial statements were approved by the Board of Trustees on³⁰⁻⁶⁻¹⁶..... and were signed on its behalf by:



.....

Trustee - P A Urquhart

Notes to the Financial Statements
for the Year Ended 31 March 2016

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Land and buildings	- 2% on cost
Plant and machinery etc	- 25% on reducing balance and 15% on reducing balance

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. VOLUNTARY INCOME

	31.3.16	31.3.15
	£	£
Memberships and donations	2,793	3,349
Grants	<u>61,322</u>	<u>65,872</u>
	<u>64,115</u>	<u>69,221</u>

Grants received, included in the above, are as follows:

	31.3.16	31.3.15
	£	£
HTSP Core	59,697	59,697
HTSP Fayre	-	1,000
Rural parliament	-	300
HTSP Mapping	1,625	1,625
HTSP ALLISS	<u>-</u>	<u>3,250</u>
	<u>61,322</u>	<u>65,872</u>

Skye & Lochalsh Council for Voluntary Organisations

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

3. ACTIVITIES FOR GENERATING FUNDS

	31.3.16	31.3.15
	£	£
DTP and photocopying	2,167	2,749
Room hire and services	<u>2,765</u>	<u>5,086</u>
	<u>4,932</u>	<u>7,835</u>

4. INVESTMENT INCOME

	31.3.16	31.3.15
	£	£
Rents received	3,415	-
Deposit account interest	<u>312</u>	<u>497</u>
	<u>3,727</u>	<u>497</u>

5. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.16	31.3.15
	£	£
Depreciation - owned assets	<u>3,021</u>	<u>3,427</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

Trustees' expenses

	31.3.16	31.3.15
	£	£
Trustees' expenses	<u>341</u>	<u>395</u>

Trustee expenses in respect of travel were paid as follows:

1. C Pearson	£144.25
2. J Westgarth	£46.00
3. R MacNeill	£60.30
4. A Robertson	£54.00
5. J Towers	£36.00

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

7. STAFF COSTS

	31.3.16	31.3.15
	£	£
Wages and salaries	79,769	69,409
Social security costs	3,351	4,036
Other pension costs	<u>3,594</u>	<u>3,723</u>
	<u>86,714</u>	<u>77,168</u>

The average monthly number of employees during the year was as follows:

31.3.16	31.3.15
<u>5</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 April 2015 and 31 March 2016	<u>90,223</u>	<u>34,169</u>	<u>124,392</u>
DEPRECIATION			
At 1 April 2015	30,522	28,977	59,499
Charge for year	<u>1,804</u>	<u>1,217</u>	<u>3,021</u>
At 31 March 2016	<u>32,326</u>	<u>30,194</u>	<u>62,520</u>
NET BOOK VALUE			
At 31 March 2016	<u>57,897</u>	<u>3,975</u>	<u>61,872</u>
At 31 March 2015	<u>59,701</u>	<u>5,192</u>	<u>64,893</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Trade debtors	<u>276</u>	<u>4,213</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Bank loans and overdrafts	-	668
Trade creditors	1,032	720
Taxation and social security	3,478	-
Other creditors	<u>9,053</u>	<u>7,152</u>
	<u>13,563</u>	<u>8,540</u>

Skye & Lochalsh Council for Voluntary Organisations

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

11. MOVEMENT IN FUNDS

	At 1.4.15 £	Net movement in funds £	At 31.3.16 £
Unrestricted funds			
General	155,665	(5,371)	150,294
Restricted funds			
HIE(CED) Computers and videoconferencing equipment	211	(53)	158
Big Lottery Investing In Ideas	-	2,281	2,281
High Life Highland	-	844	844
	<u>211</u>	<u>3,072</u>	<u>3,283</u>
Endowment funds			
Taigh Lisigarry	60,188	(1,926)	58,262
	<u>60,188</u>	<u>(1,926)</u>	<u>58,262</u>
TOTAL FUNDS	<u>216,064</u>	<u>(4,225)</u>	<u>211,839</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	87,642	(93,013)	(5,371)
Restricted funds			
Highland Council Transport	5,451	(5,451)	-
Big Lottery Investing In Ideas	9,984	(7,703)	2,281
Voluntary Action Foundation	300	(300)	-
High Life Highland	3,271	(2,427)	844
HIE(CED) Computers and videoconferencing equipment	-	(53)	(53)
	<u>19,006</u>	<u>(15,934)</u>	<u>3,072</u>
Endowment funds			
Taigh Lisigarry	-	(1,926)	(1,926)
	<u>-</u>	<u>(1,926)</u>	<u>(1,926)</u>
TOTAL FUNDS	<u>106,648</u>	<u>(110,873)</u>	<u>(4,225)</u>

Skye & Lochalsh Council for Voluntary Organisations

Detailed Statement of Financial Activities
for the Year Ended 31 March 2016

	31.3.16 £	31.3.15 £
INCOMING RESOURCES		
Voluntary income		
Memberships and donations	2,793	3,349
Grants	<u>61,322</u>	<u>65,872</u>
	64,115	69,221
Activities for generating funds		
DTP and photocopying	2,167	2,749
Room hire and services	<u>2,765</u>	<u>5,086</u>
	4,932	7,835
Investment income		
Rents received	3,415	-
Deposit account interest	<u>312</u>	<u>497</u>
	3,727	497
Incoming resources from charitable activities		
Toolkit syndication fees	14,868	19,425
Grants	<u>19,006</u>	<u>11,055</u>
	<u>33,874</u>	<u>30,480</u>
Total incoming resources	106,648	108,033
RESOURCES EXPENDED		
Charitable activities		
Wages	79,769	69,409
Social security	3,351	4,036
Pensions	3,594	3,723
Rates and water	73	559
Insurance	584	558
Light and heat	1,846	1,358
Telephone	1,360	1,661
Post, stationery and computer supplies	1,306	2,242
Advertising	1,010	534
Sundries	77	171
Travel	2,776	2,116
Repairs and renewals	117	1,503
Cleaning	189	166
Rental of office equipment	4,454	4,802
Website costs	3,277	3,339
Training and conference costs	486	190
Room/hall hire	60	-
Events	428	153
SOPWA	-	478
Carried forward	104,757	96,998

This page does not form part of the statutory financial statements

