

Alford and District Men's Shed

CHAIRMAN'S REPORT 2023/24

1. The purpose of the organisation is to provide recreational facilities and advance the social needs, health and wellbeing of men of all ages and backgrounds living in Alford and surrounding areas.

By:

- a) Creating, developing and maintaining a facility, namely a Men's Shed.
- b) Offering opportunities for men in the Alford area to meet and undertake creative, physical, purposeful and recreational activities of their choice.
- c) Reducing isolation of men in the area thus contributing to their physical and mental wellbeing.
- d) Developing the capacity of men in the Alford area to share their skills and knowledge with others in the community.

We have made significant improvements to the woodworking area to provide more space for members. The metalworking area has been rationalised and a surplus lathe sold. A grant of £3,200 was obtained from the Coop for small tools and consumables for which we are very grateful. We have replaced the main three-phase switchboard which was installed in the 70's and is nearing the end of its useful life and contains many redundant circuits. A grant of 50% of the cost of £3,250 was obtained from Aberdeenshire Council for which again we are very grateful.

We have had a significant flood recently which almost resulted in the building itself being flooded. Prompt action by members prevented this. However, significant amounts of silt was deposited in the Sensory Garden and Rear Yard. Thanks goes to all members who helped in the clear up. We have taken this time to consider a redesign of the garden with more planters with improved sensory planting and the construction of a permanent 'all weather' BBQ area. We are enlisting the help of residents with expertise in plant design and we will come with a proposal to members at the appropriate time.

There has always been a lack of space for storage of materials and donated items for sale and repair which has held us back. The adjacent Council Garages have become available, and we have submitted a Community Asset Transfer request to take ownership of them based on refurbishing the existing buildings which are in reasonable condition. The cost for refurbishment is expected to be in the region of £10,000 to £15,000. We hope to obtain grants

for this. We are hopeful of success, but the Council have not committed to responding until December. If successful, the handover is unlikely to be until well into next year.

We have installed a secure computer network at the shed with a secure offsite backup facility. This will ensure that all shed documentation is held by the shed and not on any members' home computer over which the shed would have no control as was previously the case.

We have expanded our Social Program for members with -

A Christmas Lunch
Burns Supper
Games Evening (with new pool table)
Japanese Meal
Apple Day
BBQ and Open Day

All these events have been well received by shed members.

The MGA car donated by Per Arno has been standing idle for some time. We decided we needed to get it roadworthy prior to sale but lacked the necessary expertise so we took it to Auto Station. They have overhauled it for no charge which is much appreciated. We have advertised it on Marketplace and have received some interest but have had to withdraw it from sale because we do not have the necessary documentation and history which is still in the possession of the previous secretary. The sale would obviously free up valuable space in the workshop, prevent any further damage to the car and net the Shed something in the order of £15,000.

Thanks go to all members who have donated or made items for sale. In particular, I would like to thank members involved in making the Play Train for the Alford Valley Railway for which we received a donation of £1,650. And to another member for their donation of a Honda Motor Bike which realised £1,500 for shed funds.

We have been extending our presence in the community. In particular, we have been providing facilities for Community Groups, for example, the Village Planters with a new water point to enable easy refilling of their water bowser, and in providing materials for the Allotments etc. We have also been collaborating with the school where some final year students have been using the Cafe to gain experience of planning, preparing and serving meals to shed members as part of their course work. This has been to the benefit of both the pupils and to our members who have enjoyed the results. Recently, we have run DIY sessions in the Academy for senior pupils which have been well

received. As well as providing them with skills for life, our members have benefited from working with young people.

Our facilities continue to be used by various community groups covering craft, recreational and health and are an important source of both income and cultural outreach.

We have produced a "beta" version of a new website for the shed. We do not have the capacity 'in house' and have been looking to third parties for help but due to other priorities/commitments this has taken some time to be produced. In the meantime, we continue to use our Facebook page as our principal means of community communication.

I now turn to report on the governance of the Shed and the legal obligations on, firstly, the trustees and, ultimately, the members. In governance issues we are obliged to follow charity regulations and these regulations are administered by OSCR.

An up-to-date membership list is one of our legal requirements. Earlier this year, we contacted all the people on our members list to confirm their interest in remaining Shed members. Seventy-five confirmed they wished to be members, of these, some thirty plus are active members, and we now have in excess of 20 members here on a Tuesday and Thursday.

We are pleased to report that the shed has had fifteen plus new members with other membership applications received at our recent open day.

Following the last AGM, we have five new Trustees and a complete change out of office bearers. There have been nine trustees in position this year. At the trustee meetings we have discussed the governance of the shed following OSCR recommendations. Items discussed include new trustee induction and welcome packs, trustee duties, the introduction of a policy on potential conflict of interest, dispute resolution procedures and conduct of meetings. We plan to review all twelve governance obligations on an annual basis to ensure we meet our charity aims and legal requirements.

In the last month, we have had to reluctantly accept the resignation of one of the trustees. We would like to thank him for his work both as a member and as a trustee.

Unfortunately, we have had no handover of documentation from the outgoing Secretary and Chairman, only a 'to do' list. Despite many efforts verbally, by email and registered letter to have the documents returned to the Shed these have not yet been received by the trustees who are the legal holders of these documents. We have been in discussion with OSCR over our next steps. We did have a prompt handover from the outgoing Treasurer but poor

performance from the Bank resulted in full access to the Bank Account taking 5 months to establish. This is an area for future planning when new office bearers are elected considering the time required by banks to have authorized signatories added to accounts.

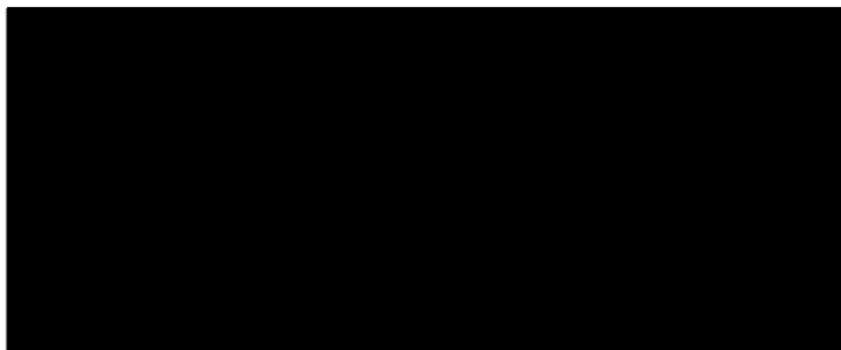
The combined effect of these issues has resulted in a big initial workload for the new Trustees in getting up to speed, establishing contacts with suppliers, insurers etc. particularly in respect of the new heating system, which I will address later.

An SGM was called by the outgoing Secretary in January, which achieved little except a request for the present Trustees to improve communications which we have tried to do. After each monthly trustees meeting, the chairman gives a report to members who attend on the Thursday after the trustees meeting of what was discussed and any implications for the shed and its members. We also sent out a questionnaire to all members asking for members opinions on various aspects of running the shed and suggestions for improvement, for example opening times to suit working men, a ladies section, and suggestions for other areas of concern to members. Unfortunately, the response was extremely poor so members may wish to reflect on the supposed need for improved communications.

The Shed is in a strong financial position, I will leave it to the Treasurer to go through the numbers. Donations continue from Community Groups and individuals for use of our facilities. We have lost the History Group due to lack of space. We have reviewed the Fire Regulations applicable to this room and as a result have had to put a capacity limit of 60 on the room.

The past year contained the first winter for our new heating system. The system basically works as designed but it has been impossible to establish its cost effectiveness due to initial teething problems and lack of monitoring equipment. We have had problems with [REDACTED] the main contractor and Mitsubishi, the air source heat pump supplier. For some 2 months over the winter period, we were without two effective heat pumps. We have no as built drawings, the Operating Manual is of poor quantity. Problems raised have taken an excessively long time to resolve and there have been difficulties in setting up suitable maintenance contracts. Despite these areas being unsatisfactory we took the decision to pay the final balance because Local Energy Scotland were at the end of their budget cycle and not to do so by the end of the financial year would have resulted in the Shed being liable for the outstanding balance. The total cost to the shed has been just over £3,000 for which the shed has received in excess of £100,000 worth of equipment. We have agreed with LES that going forward we will install monitoring facilities to better measure the performance and pinpoint any potential areas for improvement.

Chairmans report on behalf of the board of Trustees



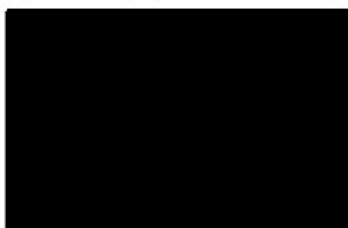
SC 045341

Alford and District Men's Shed

Income and Expenditure Account
for period 1st April, 2023 to 31st March, 2024

	2023/24	2022/23
INCOME		
Opening Bank Balance Main Account	21188.90	26563.72
Opening Bank Balance No.2 a/c	1740.00	
Opening Petty Cash	147.16	100.00
Members' Loans	-15794.76	-31754.06
Donations	24993.92	20994.56
Sale of Equipment	5097.08	3652.52
Electricity	1428.47	1721.70
Grant	3700.00	91662.76
Allotment Fees	993.00	
Pat Testing Electrics		1030.00
	<u>43493.77</u>	<u>113971.20</u>
EXPENDITURE		
Donations		43.56
Equipment Purchased	792.58	5329.72
CARES grant for IRENE project		42896.24
Repairs	424.45	464.38
Subscriptions	30.00	0.00
Administration	1223.20	1917.76
Fuel	1765.47	0.00
Building Works inc' IRENE	14601.10	43803.26
General maintenance	2293.17	2791.04
Insurance	1722.00	0.00
Electricity	3375.27	778.28
Allotment Costa	78.56	0.00
Project	901.71	0.00
AVA Grant		7225.66
Cares2		1440.00
Closing Bank Balance	14546.26	21188.90
Closing Bank No. 2 a/c	1740.00	1740.00
Closing Petty Cash	0.00	147.16
Members' Loans	0.00	-15794.76
	<u>43493.77</u>	<u>113971.20</u>
AVA Grant Expenditure		
A-V/IT System		390.00
PPE Dust Filtration units		31.95
PPE Eye & Ear protection		778.26
Sensory Garden		61.25
Utilities/Running Costs		5964.20
	<u>0.00</u>	<u>7225.66</u>

I have examined the accounts and available vouchers of the Alford and District Men's Shed for the period 1st April, 2023 to 31st March, 2024 and find these in order.



OSCr

Disclosure section

Office of the Scottish Charity Regulator

Report to the trustees/members of

Registered charity number

Set out on pages

Respective responsibilities of trustees and examiner

Basis of independent examiner's statement

Independent examiner's statement

Signed:

Name:

Relevant professional qualification(s) or body (if any):

Address:

Independent examiner's report on the accounts

v2

Charity name						
Alford & District Men's Shed						
SC045341						
Period start date				Period end date		
Day	Month	Year		Day	Month	Year
1st	April	2023	to	31st	March	2024
					(remember to include the page numbers of additional sheets)	

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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.

My examination is 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 seeks explanations from the 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 accounts.

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

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 comply with Regulation 9 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.

Date:

29th August, 2024

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose

Office of the Scottish Charity Regulator

Independent examiner's report on the

Report to the
Trustees/management of

Registered charity
SC046341

Period start date
Day Month Year
to
Period end date
Day Month Year

Set out on pages

Respective responsibilities
of trustees and examiner

Basis of independent
examiner's statement

Independent examiner's
statement

1. which gives the 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
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2008 Accounts Regulations

have not been met, or

2. in which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

2017 August 10th

Date

Signed:

Name: FRANK WEID
AC16
Address: 40 MAIN STREET
ALFORD
ARLWENSHIRE
AL1 1AA

Relevant professional
qualification(s) or body (if
any)

2017 August 10th

Date