# Hanseatic Booth Restoration and Conservation Trust

# Trustees' Annual Report

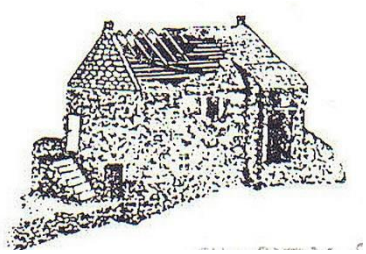
2025 to 2026








## Charity contact information



The Hanseatic Booth Restoration and Conservation Trust

Scottish Charity Number: SC016823

Address: Symbister, Whalsay, Shetland

Postcode: ZE2 9AA

Telephone number 01806566441

Email address:

Chairperson – amanderson.falmari@gmail.com

Vice Chairperson – caroline.kay71@btinternet.com

Treasurer/Secretary - huchisonmaria@yahoo.co.uk

Facebook: https://www.facebook.com/pierhousemuseum

Website: https://www.shetland.org/visit/do/history/museums-visitor-centres/hanseatic-booth

## Charity Trustees

1. Charity Trustee Ann Marie Anderson – Chairperson
2. Charity Trustee Caroline Kay – Vice Chairperson
3. Charity Trustee Robert H Johnson
4. Charity Trustee Andrew Sandison
5. Charity Trustee Larry Williamson
6. Charity Trustee Marie Mair
7. Charity Trustee George William Anderson
8. Charity Trustee David Williamson
9. Treasurer/Secretary Maria Hutchison

At our last AGM charity trustees Marina Irvine and Andrew John Williamson resigned. George William Anderson and David Williamson were asked and agreed to take up these 2 positions as new trustees.



## Objectives and activities

The charity provides a historical visitor centre called the Hanseatic Booth for tourists and locals to visit.  We provide as much information relevant to the Booth and Hanseatic trade in the building as possible and keep displays and exhibits up to date. We feel visitors benefit greatly from visiting the Booth and leave with a greater understanding of what took place historically all those years ago. We have a Facebook page and webpage on Shetland.org with up-to-date contacts and information on how access the Booth.

### Structure, governance and management

The Hanseatic Booth Restoration and Conservation Trust is constituted by a Declaration of Trust. It was set up in 1982 to restore the Booth as far as possible to its original condition and conserve it for the future. The inside was also refurbished at that time; it is now used for the benefit of local people and visitors as a historical visitor's centre. The trustees meet on regular occasion to discuss any restoration needs ensuring that the charity complies with its governing document. Then arrange for any repairs and maintenance as needed.

### Trustee recruitment and appointment

Trustees are nominated by the Community Council, Tourist Association, Shetland Museum and by Trustee nomination.

## Achievements and performance 2025/2026

- Visitor numbers remain steady at 300 for 2025 compared with 233 for 2024. We had a group from Ace Cultural Tours and the Hebridean Princess visit. On each occasion, 2 of our trustees met with them to show them round.
- Staffing/volunteers – We have a paid treasurer/secretary and a paid cleaner. Our team of 8 trustees volunteer hours to help with general running and maintenance of the building and surrounding area. We estimate 50 voluntary hours have been contributed this year.
- Maintenance/conservation work – Brokkr forge are still working on the hinges, he has completed bottom hinges, machinery has broken down so awaiting top hinges. Otherwise, we have done any maintenance required and kept the building clean and the surrounding area tidy.
- Online presence – we have an online presence on Visit Shetland links and our Facebook page.
- Training – 6 trustees met with the Shetland Amenity Trust to discuss how to go about and how to proceed with the feasibility study. Trustees have kept an interest in local history throughout the year promoting the Hanseatic as we go.

## Financial review

As of 31/03/2026 closing reserves of the Booth stand at £29,092.73. Income was £5,280.43 and expenditure £3,371.80. Thankfully again we received the running costs grant from the Shetland Amenity Trust to help boost our income. As we expected to undertake the feasibility study on the Hem Dock that has again run into the following year we have an underspend on the grant we received. The Amenity Trust are aware of our work towards the feasibility study and stated as these reserves would be used for the intended purpose, we could keep the

extra amount to roll over into the coming year when it is very likely to be spent.

## Statement of the charity's policy on reserves

Our reserves look to remain healthy, yet we need to be vigilant as Hem Dock repairs are needed. We are getting specialist advice from Mott Macdonald, this feasibility study is due to start in August 2026. This is estimated to cost £13,080 Thereafter work will need to be commenced which will eat into our remaining reserves.

The trustees decided to keep remaining level of reserves at between three and six months of expenditure.

## Details of any deficit

Historically our expenses like electricity, insurance and wages outweigh our income and we need to keep a close eye on accounts to keep them stable. We have a surplus this year of £1,908.63. Thanks to the Shetland Amenity Trust grant support.

We intend to use this in 2026/2027 for the Hem Dock feasibility study which is in the planning stage and physical inspection is due to start August 2026.

## Donated facilities and services

Over this year our volunteers/trustees have been busy organinsing repairs and communicating with various outside agencies and visitors. Looking after the surrounding grounds and general maintenance around the Booth, communications between visiting groups. All of which we are very appreciative of. I would estimate the volunteer working days for the year at over 50 hours.

## Future plans

- Connecting with members, community and visitors – we hold a yearly A.GM. We have a Facebook messenger group where we discuss any developments arising throughout the year. For keeping in touch with visitors we have contact details on Visit Shetland and our Facebook page, visitors regularly get in touch to arrange out of hours or larger group visits.
- Interpretation – We have plans to update our interpretive panels in the future but for the moment we are concentrating on our feasibility study for the Hem dock.
- Training and events – we are keen to keep up with any training and events offered.
- Recording and sharing aspects of local heritage – we as a trust are always eager to keep up with and share any aspects of local history. E.g. Shetland Museum talks
- Maintenance/conservation work scheduled – Bespoke fittings for door, interpretive panels. Looking into getting a feasibility study for dock repairs.
- Partnership activities with other groups – We correspond with the Whalsay Heritage Centre and local wool week committee's about being open on any events days/ bus visits and cruise ship visits. We also sought advice from the Shetland Amenity Trust to help find out about repairs to the Hem dock. We are keen to keep in contact with other groups and share ideas on what can help improve our trust.
- Challenges – As with trustee volunteers and additional volunteers, they have other commitments and sometimes it's hard to keep the momentum going with projects. However, the interest is still there, and we are getting a lot of work done over the years slowly but surely. The Booth building itself is in a good state of repair. We are now focusing on the repair and conservation the adjoining Hem dock.

## Declaration

Signed on behalf of the charity trustees:



| | |
|---|---|
| Print name | ANN MARIE ANDERSON |
| Designation | CHAIRPERSON |
| Date | 11/09/2026 |

**APPENDIX 3**

OSCR

Office of the Scottish **Charity Regulator**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| | Independent examiner's report on the accounts | | | | | | |
| **Report to the trustees/members of** | **The Hanseatic Booth Restoration and Conservation Trust** | | | | | | |
| **Registered charity number** | **SC016823** | | | | | | |
| **On the accounts of the charity for the period** | Period start date | | | | Period end date | | |
| | Day | Month | Year | | Day | Month | Year |
| | 01 | 04 | 2025 | to | 31 | 03 | 2026 |
| **Set out on pages** | 12-15 | | | | | | |

| | |
|---|---|
| **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) 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. |
| **Basis of independent examiner's statement** | 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. |
| **Independent examiner's statement** | In the course of my examination, no matter has come to my attention<br><br>1. which gives me reasonable cause to believe that in any material respect the requirements:<br>• to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and<br>• to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations<br><br>have not been met, or<br><br>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. |
| **Signed:** |  **Date:** 29/10/2026 |
| **Name:** | Ellen Hughson |
| **Relevant professional qualification(s) or body:** | ACIE: Associate |
| **Address:** | Voluntary Action Shetland, Market House<br>14 Market Street, Lerwick, Shetland, ZE1 0JP |

## 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

**Hanseatic Booth Restoration and Conservation Trust** **SC016823**

# Receipts and payments accounts

| For the period from | Period start date | | | to | Period end date | | |
|---|---|---|---|---|---|---|---|
| | Day | Month | Year | | Day | Month | Year |
| | 01 | April | 2025 | | 31 | March | 2026 |

## Section A Statement of receipts and payments

| | Unrestricted funds | Restricted funds | Expendable endowment funds | Permanent endowment funds | Total funds current period | Total funds last period |
|---|---|---|---|---|---|---|
| | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ | to nearest £ |
| **A1 Receipts** | | | | | | |
| Donations | 300 | | | | 300 | 790 |
| Legacies | | | | | - | - |
| Grants | 3,840 | | | | 3,840 | 5,004 |
| Receipts from fundraising activities | | | | | - | - |
| Income from investments other than land and buildings | | | | | - | - |
| Rents from land & buildings | 250 | | | | 250 | 250 |
| Gross receipts from other charitable activities | 890 | | | | 890 | 369 |
| | | | | | - | - |
| ***A1 Sub total*** | 5,280 | - | - | - | 5,280 | 6,413 |
| **A2 Receipts from asset & investment sales** | | | | | | |
| Proceeds from sale of fixed assets | | | | | - | |
| Proceeds from sale of investments | | | | | - | |
| ***A2 Sub total*** | - | - | - | - | - | - |
| ***Total receipts*** | 5,280 | - | - | - | 5,280 | 6,413 |
| **A3 Payments** | | | | | | |
| Expenses for fundraising activities | | | | | - | - |
| Gross trading payments | | | | | - | - |
| Investment management costs | | | | | - | - |
| Payments relating directly to charitable activities | 3,277 | | | | 3,277 | 4,707 |
| Grants and donations | | | | | - | - |
| Governance costs: | | | | | - | - |
| Audit / independent examination | 95 | | | | 95 | 88 |
| Preparation of accounts | | | | | - | |
| Legal costs | | | | | - | |
| Other | | | | | - | - |
| | | | | | - | - |
| ***A3 Sub total*** | 3,372 | - | - | - | 3,372 | 4,795 |
| **A4 Payments relating to asset and investment movements** | | | | | | |
| Purchases of fixed assets | | | | | - | - |
| Purchase of investments | | | | | - | - |
| ***A4 Sub total*** | - | - | - | - | - | - |
| ***Total payments*** | 3,372 | - | - | - | 3,372 | 4,795 |
| ***Net receipts / (payments)*** | 1,908 | - | - | - | 1,908 | 1,618 |
| **A5 Transfers to / (from) funds** | | | | | - | |
| ***Surplus / (deficit) for year*** | 1,908 | - | - | - | 1,908 | 1,618 |

# Hanseatic Booth Restoration and Conservation Trust SC016823

## Section B Statement of balances

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|---|---|---|---|---|---|---|---|
| **B1 Cash funds** | Cash and bank balances at start of year | 27,184 | | | | 27,184 | 25,566 |
| | Surplus / (deficit) shown on receipts and payments account | 1,908 | | | | 1,908 | 1,618 |
| | | | | | | - | |
| | | | | | | - | |
| | **Cash and bank balances at end of year** | 29,092 | - | - | - | 29,092 | 27,184 |
| | (Agree balances with receipts and payments account(s)) | - | - | - | - | - | - |

| Details | Fund to which asset belongs | Market valuation to nearest £ | Last year to nearest £ |
|---|---|---|---|
| **B2 Investments** | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | **Total** | - | - |

| Details | Fund to which asset belongs | Cost (if available) to nearest £ | Current value (if available) to nearest £ | Last year to nearest £ |
|---|---|---|---|---|
| **B3 Other assets** | Heritable Assets: Hanseatic Booth | General | 56,118 | 56,118 | 56,118 |
| | Coastguard Hut | General | 701 | 701 | 701 |
| | Display Items | General | 16,667 | 15,000 | 16,667 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | **Total** | | 73,486 | 71,819 | 73,486 |

| Details | Fund to which liability relates | Amount due to nearest £ | Last year to nearest £ |
|---|---|---|---|
| **B4 Liabilities** | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | **Total** | - | - |

| Details | Fund to which liability relates | Amount due (estimate) to nearest £ | Last year to nearest £ |
|---|---|---|---|
| **B5 Contingent liabilities** | Feasibility Study | General | 13,080 | |
| | | | | |
| | | | | |
| | **Total** | | 13,080 | - |

| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval |
|---|---|---|---|
| | A M ANDERSON | ANN MARIE ANDERSON | 28 October 2026 |
| | | | |

# Hanseatic Booth Restoration and Conservation Trust SC016823

## Section C Notes to the Accounts

**C1 Nature and purpose of funds** *(may be stated on analysis of funds worksheets)*

All funds are unrestricted.
Shetland Amenity Trust Grant to be used towards running costs. Underspend at year end can be carried forward as agreed with funder.

**C2 Grants**

| Type of activity or project supported | Individual / institution | Number of grants made | £ |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | Total | - |

**C3a Trustee remuneration**

| | |
|---|---|
| If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b) | |

**C3b Trustee remuneration - details**

| Authority under which paid | £ |
|---|---|
| M Hutchison | 280 |
| | |
| | |
| | |
| | |

**C4a Trustee expenses**

| | |
|---|---|
| If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b) | x |

**C4b Trustee expenses - details**

| | Number of trustees | £ |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |

**C5 Transactions with trustees and connected persons**

| Nature of relationship | Nature of transaction | Transaction amount (£) | Balance outstanding at period end (£) |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

**C6 Other information**

## Hanseatic Booth Restoration and Conservation Trust SC016823

# Additional analysis (1)

**Analysis of receipts and payments**

### 1 Donations

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|---|---|---|---|---|---|---|
| Donations | 300 | | | | 300 | 790 |
| | | | | | - | - |
| | | | | | - | - |
| | | | | | - | - |
| Total | 300 | - | - | - | 300 | 790 |
| | - | - | - | - | - | - |

### 2 Grants

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | | | Total current period to nearest £ | Total last period to nearest £ |
|---|---|---|---|---|---|---|
| Shetland Amenity Trust | 3,840 | | | | 3,840 | 5,004 |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | - |
| Total | 3,840 | - | | | 3,840 | 5,004 |
| | - | - | | | - | - |

### 3 Gross receipts from other charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|---|---|---|---|---|---|---|
| Entrance Fees | 890 | | | | 890 | 369 |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| | | | | | - | |
| Total | 890 | - | - | - | 890 | 369 |
| | - | - | - | - | - | - |

### 4 Payments relating directly to charitable activities

| | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Expendable endowment funds to nearest £ | Permanent endowment funds to nearest £ | Total current period to nearest £ | Total last period to nearest £ |
|---|---|---|---|---|---|---|
| Cleaning / Caretaker | 520 | | | | 520 | 1,040 |
| Book Keeping | 280 | | | | 280 | 280 |
| Insurance | 1,400 | | | | 1,400 | 668 |
| Electricity | 945 | | | | 945 | 787 |
| Grass cutting | 60 | | | | 60 | 200 |
| Room Hire | 9 | | | | 9 | |
| Repairs & Materials | 23 | | | | 23 | 1,652 |
| Membership - VAS | 40 | | | | 40 | 35 |
| Miscellaneous | | | | | - | 45 |
| | | | | | - | - |
| Total | 3,277 | - | - | - | 3,277 | 4,707 |
| | - | - | - | - | | - |