

# APPENDIX 1

# OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	01	04	2020	To	31	03	2021

## Reference and administration details

Charity name  
Other names charity is known by  
Registered charity number  
Charity's principal address

Stewartry Council of Voluntary Service
Stewartry CVS
SC014734
The Johnston
St Mary Street
Kirkcudbright
DG6 4EG
Postcode DG6 4EG

## Names of the charity trustees on date of approval of Trustees' Annual Report

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chairman		
2	Vice Chairman		
3	Treasurer		
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

## Structure, governance and management

Type of governing document

SCIO Constitution

Trustee recruitment and appointment

As per the constitution on an annual basis at our AGM

## Objectives and activities

Charitable purposes

To act as community resource, which aim is to develop new ways of responding to need in partnership with other agencies concerned with the social, economic regeneration and safety of the area.

Summary of the main activities  
in relation to these objects

To support the local community to enable them to develop projects and objectives that improves the quality of life in our local area.

## APPENDIX 1

### Achievements and performance

#### Summary of the main achievements of the charity during the financial period

In March 2020 SCVS was poised to move forward after rationalisation of staffing and operational costs. However, the Covid Pandemic lockdown restrictions came into force and in response SCVS successfully moved to operating 'virtually'. The critical partnership with the Stewartry Foodbank continued uninterrupted through this successful transition to virtual working. SCVS maintained contact with the most vulnerable at a time of greatest need, accessing support from the Foodbank and other community groups who helped at that difficult time. This included delivery of food and medicines either directly or through co-ordinating local community support.

During 2020 when the Covid case numbers reduced in late summer the conversion of the old Johnston School in Kirkcudbright to a community asset was completed. In September the SCVS core staffing met the challenge of the office move to this new community facility. The staff worked closely with Kirkcudbright Trust in transitioning to the office base and a measure of normal working was put in place. This move provides a permanent sustainable base in a newly refurbished building offering far better working conditions for staff. A location where we can share facilities with other community bodies.

The second wave of Covid hit just before the end of the year and Covid restrictions closed our new office base. Once again SCVS successfully transitioned to home working and virtual operation, maintaining the key work on the Stewartry Food bank. Also undertaking work on community organisations accounts and financial year end activities. SCVS continued to provide services to the local community to enable them to develop projects and activities that improve the quality of life in our local area. Work in preparation for post Covid 'normal' life.

### Financial review

#### Brief statement of the charity's policy on reserves

We ensure that we have enough reserves for three months to carry out our activities

#### Details of any deficit

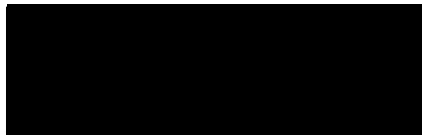

N/A

#### Donated facilities and services (if any)

**Other optional information****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)	CHAIR.	
Date	28/9/21	

## Stewartry Council of Voluntary Service

SC014734



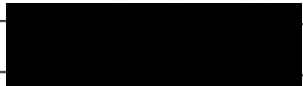

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2020		31	03	2021

## Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	13,579				13,579	14,063
Legacies					-	
Grants	5,000	22,500			27,500	6,000
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	7,001				7,001	13,599
Project Income					-	
<b>A1 Sub total</b>	<b>25,580</b>	<b>22,500</b>	<b>-</b>	<b>-</b>	<b>48,080</b>	<b>33,662</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>25,580</b>	<b>22,500</b>	<b>-</b>	<b>-</b>	<b>48,080</b>	<b>33,662</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	24,152				24,152	33,636
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Project Expenses		11,099			11,099	
<b>A3 Sub total</b>	<b>24,152</b>	<b>11,099</b>	<b>-</b>	<b>-</b>	<b>35,251</b>	<b>33,636</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>24,152</b>	<b>11,099</b>	<b>-</b>	<b>-</b>	<b>35,251</b>	<b>33,636</b>
<b>Net receipts / (payments)</b>	<b>1,428</b>	<b>11,401</b>	<b>-</b>	<b>-</b>	<b>12,829</b>	<b>26</b>
<b>A5 Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>1,428</b>	<b>11,401</b>	<b>-</b>	<b>-</b>	<b>12,829</b>	<b>26</b>



## 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 £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	33,448				33,448	33,422
	Surplus / (deficit) shown on receipts and payments account	1,428	11,401			12,829	26
						-	
						-	
	Cash and bank balances at end of year	34,876	11,401	-	-	46,277	33,448
(Agree balances with receipts and payments account(s))		0	-	-	-	0	-
<b>B2 Investments</b>	Details	Fund to which asset belongs		Market valuation to nearest £		Last year to nearest £	
Total				-		-	
<b>B3 Other assets</b>	Details	Fund to which asset belongs		Cost (if available) to nearest £		Current value (if available) to nearest £	
	Equipment			1,000		1,000	
Total				1,000		1,000	
<b>B4 Liabilities</b>	Details	Fund to which liability relates		Amount due to nearest £		Last year to nearest £	
	Repayment to DGC	Foodbank		11,401			
Total				11,401		-	
<b>B5 Contingent liabilities</b>	Details	Fund to which liability relates		Amount due (estimate) to nearest £		Last year to nearest £	
Total				-		-	
Signed by one or two trustees on behalf of all the trustees		Signature		Print Name		Date of approval	
						28/9/21	

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

All remaining funds are unrestricted

[illegible]

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)	<b>x</b>
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Authority under which paid	£

<p>If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)</p>	
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	Number of trustees	£

[illegible]

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## Stewartry Council of Voluntary Service

SC014734

## 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 £
General Donations	13,579				13,579	14,063
					-	
					-	
					-	
Total	13,579	-	-	-	13,579	14,063

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Dumfries and Galloway Council	5,000	22,500	27,500	6,000
			-	
			-	
			-	
Total	5,000	22,500	27,500	6,000

## 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 £
Examination of Accounts	2,110				2,110	4,665
Office Services	2,217				2,217	8,934
Payroll	1,766				1,766	
Reimbursed Office Expenses	908				908	
					-	
					-	
					-	
Total	7,001	-	-	-	7,001	13,599

## 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 £
Board Travel/volunteer expenses					-	790
Staff costs	25,850				25,850	27,634
meeting expenses					-	100
staff travel					-	240
Telephone	330				330	439
Office expenses	3,666				3,666	2,473
Photocopying and Stationary	325				325	1,619
Rent	1,500				1,500	
Utilities					-	341
Foodbank expenses		3,580			3,580	
Total	31,671	3,580	-	-	35,251	33,636



# OSCr

Office of the Scottish Charity Regulator

		<b>Independent examiner's report on the accounts</b> v2					
<b>Report to the trustees/members of</b>	Charity name	Stewartry Council of Voluntary Service					
<b>Registered charity number</b>	SC 014734						
<b>On the accounts of the charity for the period</b>	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2020	to	31	03	2021
<b>Set out on pages</b>							(remember to include the page numbers of additional sheets)
<b>Respective responsibilities of trustees and examiner</b>	<p>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.</p>						
<b>Basis of independent examiner's statement</b>	<p>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.</p>						
<b>Independent examiner's statement</b>	<p>In the course of my examination, no matter has come to my attention <del>[other than that disclosed on the attached page*]</del></p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> <p>have not been met, or</p> </li> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol>						
<b>Signed:</b>				<b>Date:</b>	29/10/21		
<b>Name:</b>	MBA						
<b>Relevant professional qualification(s) or body (if any):</b>							
<b>Address:</b>							

\*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.