

EAST HAVEN TOGETHER

**Scottish Charitable
Incorporated Organisation
(SCIO)**

SC045824.

**Trustees' Annual Report and
Financial Statements for the year
ended**

01 April 2020 – 31 March 2021

East Haven Together

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East Haven Together

TRUSTEES' ANNUAL REPORT

The trustees have pleasure in presenting their report together with the financial statements and the independent examiners report for the year to 31 March 2021.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name

East Haven Together

Charity No: SC045824.

Registered Address: Rockville, East Haven, Angus DD7 6LQ

Trustees as at 31 March 2021

Wendy Murray (Lead Trustee)

Christina Lyall (Treasurer)

Nicola Keen

Karen Brown

Ian Bancroft

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Membership

East Haven Together is a Scottish Charitable Incorporated Organisation which was granted charitable status by OSCR on 23 July 2015. It is governed by its constitution which was adopted on 23 July 2015.

Membership is open to any person aged 16 or over who, in the view of the charity trustees, demonstrates a genuine commitment to further the purposes of the SCIO as outlined in section 4 of the constitution.

Appointment of Trustees

The maximum number of Trustees is six. Application to become a Charity Trustee is made in accordance with sections 54 – 64 of the East Haven Together constitution which can be downloaded from the charity web-site www.easthavenangus.com. During the accounting period Christine Morgan stood down as a trustee in November 2020.

Management

Members and trustees work together to agree priorities year by year based on a sustainability strategy and the charitable aims of the organisation. Individual members and trustees lead on various projects whilst the Lead Trustee has an overview of all activities and takes overall responsibility for achieving agreed outcomes.

The Trustees are aware of their responsibilities to the charity regulator OSCR and operate within a framework of high governance standards. In terms of Health and Safety risk assessments are undertaken and reviewed for specific activities. In addition to Public Liability Insurance the Lead Trustee holds a disclosure certificate under the Protection of Vulnerable Groups (PVG) Scheme.

East Haven Together

TRUSTEES' ANNUAL REPORT (continued)

Public Information

The charity page on www.easthavenangus.com contains copies of the following documents that are available for viewing.

- Charity Constitution
- East Haven Together, Sustainability Strategy
- East Haven Together, Communication Strategy
- East Haven Together, Web-site Privacy Policy
- East Haven Together, Data Protection Policy
- East Haven Together, Charity Leaflet
- Minutes of AGMS and Trustees Meetings
- Trustees Annual Reports and Statement of Accounts
- Newsletters

East Haven Together also has its own Facebook page 'Our East Haven'.

OBJECTIVES and ACTIVITIES

Charitable Purpose

East Haven Together promotes; the advancement of citizenship and community development; and the advancement of environmental protection and improvement. It achieves its charitable purpose by;

- Protecting the natural heritage of East Haven.
- Protecting and promoting the heritage of East Haven.
- Protecting and enhancing the natural environment of East Haven.
- Promoting the needs and interests of East Haven and its residents.
- Developing and maintaining a sustainable community.
- Protecting wildlife.

Activities

All the activities of the charity link directly to East Haven Together's charitable aims and sustainability strategy. Consequently, activities often focus on environmental activities including gardening and conservation.

East Haven Together

TRUSTEES' ANNUAL REPORT (continued)

Achievements and Performance

During the accounting period the charity achieved a Keep Scotland Beautiful beach award and a Beautiful Scotland Certificate of Recognition for the work carried out to keep the village looking clean, green and welcoming. East Haven was one of the first places to open public toilets following the loosening of pandemic lockdown restrictions. This provided an essential service and was recognised by BBC's Landward who undertook filming in East Haven to raise awareness.

FINANCIAL REVIEW

East Haven Together – Income sources

The charity's main source of income is derived from grants and donations. More information about grant awards during the period is provided in note 8. The charity usually relies heavily on donations made at the public toilets (Wee Gallery at the Heritage Point). However, due to the pandemic many people stopped carrying coins which has resulted in a drop of income this year.

Reserves Policy

The Trustees policy is to maintain reserves which cover twelve months of normal running costs in order to meet annual on-going commitments and to cover unexpected expenditure. Annual on-going commitments relate to the cost of maintaining the web-site, public liability and ATV insurance, accounting and equipment servicing. However, due to the pandemic and the associated drop in income in 2020, reserves fell to £1,014.45 on 31st March 2021 (2020 - £2,396.88). The trustees acknowledge the small negative unrestricted funds balance at the end of the year. As noted above the pandemic influenced the level of donations received from the public in the year, steps were quickly taken by the trustees after the year end and this coinciding with a loosening of COVID restrictions, has resulted in an increase in donations and therefore unrestricted funds are no longer in a negative position.

PLANS FOR FUTURE PERIODS

The Pandemic presented multiple challenges for East Haven Together. As a result, the charity has worked closely with other community groups and organisations to protect the amenity and meet local and national objectives. All activities have required considerable additional effort to plan and execute within relevant Covid guidelines. The financial constraints of the last year may be eased slightly in the next accounting period due to a successful funding bid to the Co-op Community fund. The charity also has plans to introduce a QR code to enable people to make electronic donations.

The charity's sustainability strategy continues to underpin all activities and links with Scotland's Environment Strategy, National Outcomes and the United Nations Global Goals.

Approved by Trustees and signed on their behalf by



Wendy Murray
LEAD TRUSTEE

Date 16 December 2021

East Haven Together

Statement of responsibilities of the Trustees

The Trustees are responsible for preparing the Trustees' Annual Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period. In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

East Haven Together

Statement of Receipts and Payments for the year ended 31st March 2021

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds Year ended 31/03/21 £ | Total Funds Year ended 31/03/20 £ |
|-----------------------------------|------|----------------------------|--------------------------|---|---|
| <u>Receipts</u> | | | | | |
| <u>Voluntary Receipts</u> | | | | | |
| Donations | 8 | 1,069.78 | 230.00 | 1,299.78 | 3,700.58 |
| Grants | 8 | 2,500.00 | 296.30 | 2,796.30 | 20,365.90 |
| <u>From Charitable Activities</u> | | | | | |
| Wee Gallery Donations | | 436.10 | - | 436.10 | 993.36 |
| Total Receipts | | 4,005.88 | 526.30 | 4,532.18 | 25,059.84 |
| <u>Payments</u> | | | | | |
| Fundraising & event Costs | 9 | - | - | - | 400.00 |
| Cost of Charitable Activities | 9 | 5,151.37 | 362.74 | 5,514.11 | 6,390.76 |
| Governance Costs | 9 | 400.00 | - | 400.00 | 200.00 |
| Repayment of Grant Bridging Loan | 6 | - | - | - | 15,065.00 |
| Purchase of Fixed Assets | | - | - | - | 2,907.40 |
| Total Payments | | 5,551.37 | 362.74 | 5,914.11 | 24,963.16 |
| Surplus/(Deficit) for the year | | (1,545.49) | 163.56 | (1,381.93) | 96.68 |
| Transfers between Funds | | 156.90 | (156.90) | - | - |
| Surplus/(Deficit) for the year | | (1,388.59) | 6.66 | (1,381.93) | 96.88 |

East Haven Together

Statement of Balances as at 31st March 2021

| Note | Unrestricted Funds £ | Restricted Funds £ | Total Year ended 31.03.21 £ | Total Year ended 31.03.20 £ |
|----------------------------------|-------------------------|-----------------------|-----------------------------------|-----------------------------------|
| Opening Cash at Bank and In Hand | 1,342.11 | 1,054.27 | 2,396.38 | 2,299.70 |
| Surplus/(Deficit) for the year | (1,388.59) | 6.66 | (1,381.93) | 96.68 |
| Closing Cash at Bank and In Hand | (46.48) | 1,060.93 | 1,014.45 | 2,396.38 |

Bank and Cash Balances

| | | | | |
|----------------------|---------|----------|----------|----------|
| Bank Current Account | (46.48) | 1,060.93 | 1,014.45 | 2,378.98 |
| Petty Cash in Hand | - | - | - | 17.40 |
| | (46.48) | 1,060.93 | 1,014.45 | 2,396.38 |

Other Assets

| 10 | 2021 | 2020 |
|-----------------------------------|------------------|------------------|
| Stock of memories books and CDS | - | - |
| Bench at Bothy | - | 60.00 |
| Heritage Boards at Heritage Point | 112.00 | 225.00 |
| Lawnmower | - | 17.00 |
| Potting Shed | - | 240.00 |
| Heritage Board and Cairn | - | 124.00 |
| Fridge | - | - |
| Night Vision monocular | - | - |
| Wild-game Night Camera | - | - |
| Walking Scythe | 1,365.00 | 1,706.00 |
| Resilience Shed | - | 414.00 |
| Cycle Racks | - | 386.00 |
| Picnic Benches | - | 88.00 |
| Recycling Bin | - | 150.00 |
| Small Bench at Mary's Meals | - | 40.00 |
| Notice Board | - | 114.00 |
| Emergency phone and system | 87.50 | 175.00 |
| Defibrillator | 495.00 | 990.00 |
| Electric Lawnmower | - | 88.00 |
| Flag pole (donated) | 250.00 | 500.00 |
| Sustrans Woodcarving Sculpture | 600.00 | 1,200.00 |
| All Terrain vehicle | 13,182.00 | 15,065.00 |
| LNER Railway Heritage Board | 800.00 | 1,200.00 |
| Storage Shed ATV | 1,076.00 | 1,614.00 |
| | 17,967.50 | 24,396.00 |

East Haven Together

1. Basis of Accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Account (Scotland) Regulations 2006 (as amended).

2. Nature and Purpose of Funds

Unrestricted funds are those which may be used at the discretion of the trustees in furtherance of the objects of the charity. The Trustees maintain a single unrestricted fund for the day-to-day running of the charity. During the accounting period income of £4,005.88 was received into unrestricted funds.

Restricted funds may only be used for a specific purpose. Restrictions arise when specified by the donor or when grants are awarded for specific purposes. During the accounting period the charity received £526.30 into restricted funding.

3. Insurance policy

Zurich, the charity's insurers provided a 3 month extension to existing holders of public liability insurance during the pandemic. As a result, East Haven Together's annual policy did not become due until 29 January 2021. Public liability insurance was renewed with Zurich on 29 January 2021 at a cost of £297.92.

4. Related Party Transactions

The charity entered into the following transactions with related parties during the year:

John Keen (spouse of Trustee) received remuneration of £695 (2020 - £448) and Craig Lyall (spouse of Trustee) received remuneration of £389.50 (2019 - £448) for helping East Haven keep the toilets at the Wee Gallery clean during the year. One of the trustees Nicola Keen received £280 for helping to keep the toilets clean during the year. They were all paid at the same rate as the other volunteers who completed the same work in line with Section 27 of our Constitution.

5. Grants and Donations

The charity is extremely grateful for all donations and grants during the period which amounted to £4,532.18. It is noted that public donations reduced during the pandemic as people stopped carrying money. In addition, it was not possible to hold the Pop up Café for reasons of public health. Grateful thanks are made to the Murton Trust who provided funding for plants and trees to improve biodiversity. Also, to Angus Council who provided grant funding to support provision of public toilets at the Wee Gallery.

A full breakdown of receipts can be seen in note 8.

6. Grant Bridging Loan

It should be noted that an interest free bridging loan of £15,065 was kindly provided by a resident in the last accounting period during February 2019 to enable the purchase of an All-Terrain-Vehicle (ATV) for beach cleaning. A grant award of 90% was secured from Angus LEADER with the remaining 10% costs donated by East Haven Land Consortium Ltd. However, the grant funding was only payable on receipt and payment of the goods necessitating a short term bridging loan. The bridging loan was repaid in full to the East Haven resident on 17/07/2019.

7. Fundraising for other causes

During the previous accounting period £691.58 was donated by members of the public in appreciation of free refreshments on National Cycle Network 1 which transects the village. People make donations in the knowledge that funds raised will be donated to two charities, Mary's Meals and Sustrans. A cheque for £350 was issued to each of these charities in December 2019.

East Haven Together

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (continued)

| Note | Unrestricted Funds £ | Restricted Funds £ | Total Year ended 31.03.21 £ | Total Year ended 31.03.20 £ |
|-------------------------------------|----------------------------|--------------------------|---|---|
| 8. Breakdown of Receipts | | | | |
| <u>Donations</u> | | | | |
| Mary's Meals/Sustrans Cycle Path | - | - | - | 691.58 |
| Airedale Terrier Club of Scotland | - | - | - | 500.00 |
| East Haven Land Consortium Ltd | 100.00 | - | 100.00 | 1,506.50 |
| Pop-up-café | - | - | - | 550.00 |
| SeaGreen Energy | - | - | - | 200.00 |
| Carnoustie Golf Links Management | - | - | - | 250.00 |
| Donation – Litter picking equipment | - | 230.00 | 230.00 | - |
| Worton Utilities | 100.00 | - | 100.00 | - |
| Co-op | 279.78 | - | 279.78 | - |
| SGN | 500.00 | - | 500.00 | - |
| Other Misc Donations | 90.00 | - | 90.00 | 252.50 |
| | 1,069.78 | 230.00 | 1,299.78 | 3,950.58 |
| <u>Grants</u> | | | | |
| Carnoustie Golf Links Management | - | - | - | 1,614.00 |
| Angus Council (Wee Gallery) | 2,500.00 | - | 2,500.00 | 2,500.00 |
| Angus Leader | - | - | - | 13,558.50 |
| Tesco Bags of Help | - | - | - | 1,000.00 |
| LNER | - | - | - | 1,293.40 |
| TK Maxx | - | - | - | 400.00 |
| Murton Farm | - | 296.30 | 296.30 | - |
| | 2,500.00 | 296.30 | 2,796.30 | 24,316.48 |
| <u>Charitable Activities</u> | | | | |
| Wee Gallery Donations | 436.10 | - | 436.10 | 993.36 |

East Haven Together

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 (cont)

| | Unrestricted Funds £ | Restricted Funds £ | Total Year ended 31.03.21 £ | Total Year ended 31.03.20 £ |
|---|----------------------------|--------------------------|---|---|
| 9. Breakdown of Payments | | | | |
| <u>Cost of Charitable Activities</u> | | | | |
| Sustrans Art work expenses | - | - | - | - |
| Insurance | 297.92 | - | 297.92 | 313.60 |
| ATV Insurance | 378.80 | - | 378.80 | 361.00 |
| Website hosting costs | 184.38 | - | 184.38 | - |
| Wee Gallery Maintenance Expenses | 2,770.92 | - | 2,770.92 | 2,042.41 |
| Other general expenditure | 1,510.19 | - | 1,510.19 | 2,933.33 |
| Mary's meal expenses | - | - | - | 40.42 |
| Donation to Mary's Meals Charity | - | - | - | 350.00 |
| Donation to Sustrans Charity | - | - | - | 350.00 |
| Trees & plants for biodiversity | 9.16 | 296.30 | 305.46 | - |
| Litter picking equipment | - | 66.44 | 66.44 | - |
| Total | 5,151.37 | 362.74 | 5,514.11 | 6,390.76 |
| <u>Costs of Fundraising</u> | | | | |
| Julia Barton - Littoral Art Project | - | - | - | 400.00 |
| <u>Governance Costs</u> | | | | |
| Independent Examiners Fee | 400.00 | - | 400.00 | 200.00 |

10. Other Assets

These assets have been included at their recoverable value estimated by the trustees.

East Haven Together

INDEPENDENT EXAMINERS REPORT

For the period 01 April 2020– 31 March 2021

Independent Examiners Report to the Trustees of East Haven Together

I report on the financial statements of the charity for the period 01 April 2020 – 31 March 2021.

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 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10 (1) (d) of the 2006 regulations does not apply. It is my responsibility to examine the accounts as required under section (44) (1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiners Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 view given by the accounts.

INDEPENDENT EXAMINERS 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 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.

Greg Davidson, ACCA

Greg Davidson

**Address:
20 Castleview Place
Dundee
DD4 0FH**

Date