

Treasurer's Report to AGM – March 2018

This has been my third year as Treasurer, having taken over from Richard Brown in 2015. I remain indebted to Richard for his support and diligent work on maintaining the Association's membership records.

A £1,826 surplus was generated in 2017 compared to a surplus of £230 in 2016. The main reason for the increase in the surplus was the reduction in donations made by the Association in the year. However, during the year the Association did commit to donating a seat to be located in the Grange Cemetery in memory of Robbie Bartholomew which will cost £1,780. This will be recorded as an expense in 2018. We would be pleased to consider any suggestions from members for donations and projects that meet the objectives of the Association.

Membership subscriptions

There were 371 members in 2017 compared to 361 in 2016. Income from membership subscriptions and donations was £5,025 (2016 - £4,931). 247 members (2016 – 241 members) paid by standing order. 314 members (2016 - 313 members) have signed gift aid declarations. Membership subscriptions were £10 for an individual membership and £15 for a household membership. The subscriptions were last changed in 2012. It will be proposed at the 2018 AGM that no change is made to the level of subscriptions for 2019.

Newsletter

The net cost, after deducting advertising income, of producing the three newsletters issued in 2017 was £1,806 compared to a net cost in 2016 of £1,700. The Association continued to benefit from the editorial work done on a voluntary basis.

Grange Fair

As mentioned in the Chair's report the 2017 Grange Fair was a great success. The kind weather contributed to the crowds turning out and dissipated the risk of generating a loss. The surplus of £951 has been used to purchase goods for Newington Library and to make a donation to the Edinburgh Dog and Cat Home.

Level of funds

The total unrestricted funds of the Association at 31 December 2017 were £24,081 compared to £22,255 at 31 December 2016. The Trustees' policy is to set subscription levels to approximately cover the net cost of the newsletters and the costs of the talks provided for members along with the administration costs of the Association, whilst using accumulated funds, including an unrestricted legacy received in 2009, for donations and on projects which meet the objectives of the Association.

Trustees

Trustees at the date the 2017 Annual Report was approved by the trustees:

Sue Tritton, Chairman

Roger Kellett, Vice Chairman

Adam Rennie, Honorary Secretary

Joan Forehand, Honorary Treasurer

There were no changes to Trustees during 2017.

Joan Forehand

Statement of Receipts and Payments – For the Year Ended 31 December 2017

| | Note | Unrestricted Funds 2017 £ | Total 2016 £ |
|---|------|---------------------------------|--------------------|
| Receipts | | | |
| Subscriptions & donations | | 5,025 | 4,931 |
| Gift aid tax refunds | | 1,073 | 1,033 |
| Grange Fair income | 3 | 3,648 | 3,249 |
| Newsletter adverts | | 1,875 | 1,850 |
| Garden outing | 4 | 966 | 957 |
| Mug sales | 8 | 15 | 80 |
| Books sales | | 10 | 34 |
| Bank interest | | 256 | 294 |
| Total receipts | | 12,868 | 12,428 |
| Payments | | | |
| Costs of charitable activities: | | | |
| Donations | 5 | 949 | 3,192 |
| Grange Fair expenses | 3 | 2,697 | 2,649 |
| Newsletter | 6 | 3,681 | 3,550 |
| Garden outing | 4 | 940 | 979 |
| Talks for members (includes AGM) | 7 | 838 | 691 |
| Grange Cemetery - booklets | | 593 | 0 |
| Astley Ainslie site - community involvement | | 449 | 0 |
| Support for Neighbourhood Watch | | 306 | 0 |
| Neighbourhood planting | | 78 | 118 |
| Newington library garden | | 23 | 82 |
| Cockburn Association subscription | | 40 | 40 |
| Grange Association mugs | | 0 | 445 |
| Grange award | | 0 | 20 |
| Administration expenses | | | |
| Website costs | | 151 | 109 |
| Thank you to retiring Committee members | | 122 | 0 |
| Other expenses | 8 | 175 | 323 |
| Total payments | | 11,042 | 12,198 |
| Surplus for the year | | 1,826 | 230 |

The Notes on pages 3 and 4 form an integral part of these accounts

Statement of Balances – As at 31 December 2017

| Funds reconciliation | Note | Unrestricted funds 2017 £ | Unrestricted funds 2016 £ |
|---|-------------|--|--|
| Cash at bank – 31/12/16 | | 22,255 | 22,025 |
| Surplus for year | | 1,826 | 230 |
| Cash at bank – 31/12/17 | | 24,081 | 22,255 |
| | | | |
| Bank balances | | | |
| Bank of Scotland Treasurer's a/c | | 3,642 | 2,072 |
| Cambridge & Counties Bank 30 day notice a/c | | 20,439 | 20,183 |
| | | 24,081 | 22,255 |
| | | | |
| Other assets | | | |
| Grange Association mugs (26 in stock 2017, 2016 - 42) | | 121 | 195 |
| Laminator (cost in 2015) | | 23 | 23 |
| Gift aid accrued on donations at year end | | 7 | 10 |
| | | | |

The Notes on pages 3 and 4 form an integral part of these accounts

Approved by the Trustees on 29th January 2018 and signed on their behalf by:

Sue Tritton
Chair 

Joan Forehand
Honorary Treasurer 

Notes to the accounts – For the year ended 31 December 2017

1. Basis of Accounting

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

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for a specific purpose. The Association had no restricted funds at 31 December 2017 (31 December 2016 – no restricted funds).

3. Grange Fair

| | 2017 Fair (£) | 2016 Fair (£) |
|-----------------------------|---------------|---------------|
| Income | | |
| GA stalls/games | 3,168 | 2,861 |
| Other stalls/food outlets | 458 | 355 |
| Miscellaneous | 22 | 33 |
| Total income | 3,648 | 3,249 |
| Expenses | | |
| Council licences | 215 | 50 |
| Council road closure | 516 | 766 |
| Stall hire | 450 | 420 |
| Plant cost | 241 | 201 |
| Bouncy castle hire | 120 | 190 |
| Five Sisters Zoo | 275 | 225 |
| Pocket money toys | 109 | 0 |
| Marquee | 100 | 0 |
| Teas & coffees | 29 | 61 |
| Cycling for fun | 0 | 50 |
| Tables | 0 | 160 |
| Printing | 177 | 110 |
| Mango Lassi | 100 | 100 |
| Insurance | 197 | 132 |
| First aider | 45 | 0 |
| Miscellaneous | 123 | 134 |
| Thank you to organiser | 0 | 50 |
| Total expenses | 2,697 | 2,649 |
| Income less expenses | 951 | 600 |

4. Garden outing

| | 2017 Outing (£) | 2016 Outing (£) |
|------------------------------|-----------------|-----------------|
| Fees from participants | 966 | 957 |
| Bus hire | (370) | (370) |
| Garden entrance fees | (390) | (609) |
| Refreshments | (180) | 0 |
| Net surplus/(deficit) | 26 | (22) |

5. Donations

| | 2017 (£) | 2016 (£) |
|-------------------------------|------------|--------------|
| Newington Library - equipment | 749 | 707 |
| Edinburgh Dog and Cat Home | 200 | 0 |
| Grange Cemetery - headstones | 0 | 2,000 |
| Grange Cricket Club - bench | 0 | 485 |
| Total | 949 | 3,192 |

In addition, during 2017 the Association has committed to purchase a seat to be located in the Grange Cemetery in memory of Robbie Bartholomew at a cost of £1,780 and has pledged £250 to the General Stanislaw Maczek Memorial Trust.

6. Newsletter expenses

| | 2017 (£) | 2016 (£) |
|-----------------------|--------------|--------------|
| Printing | 3,226 | 3,214 |
| Photography | 300 | 336 |
| Distribution expenses | 155 | 0 |
| Total | 3,681 | 3,550 |

7. Talks for members (includes AGM)

| | 2017 (£) | 2016 (£) |
|----------------------------|------------|------------|
| Venue hire | 540 | 420 |
| Speaker thank you vouchers | 170 | 180 |
| Catering | 128 | 91 |
| Total | 838 | 691 |

8. Other expenses

| | 2017 (£) | 2016 (£) |
|-----------------------------------|------------|------------|
| Postage | 37 | 138 |
| Printing & stationery | 89 | 135 |
| Auditor thank you | 0 | 50 |
| Grange Fair organisers' thank you | 49 | 0 |
| Total | 175 | 323 |

Independent Examiner's Report to the Trustees of Grange Association for the Year Ended 31 December 2017

I report on the financial statements of the charity for the year ended 31 December 2017, which are set out on pages 1 to 4.

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 Examiner's 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 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 Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 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.



Ken Robertson (Chartered Fellow of the Chartered Securities Institute FCSI)
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19 February 2018