

COMPANY REGISTRATION NUMBER: SC412275  
CHARITY REGISTRATION NUMBER: SC044953

**Forres Area Community Trust  
Company Limited by Guarantee  
Unaudited Financial Statements  
31 March 2023**

**RITSONS**  
Chartered Accountants  
103 HIGH STREET  
FORRES  
MORAY  
IV36 1AA

**Forres Area Community Trust**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year ended 31 March 2023**

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# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

#### Reference and administrative details

**Registered charity name** Forres Area Community Trust

**Charity registration number** SC044953

**Company registration number** SC412275

**Principal office and registered office** Forres Town Hall  
High Street  
Forres  
IV36 1PB  
Scotland

#### The trustees

Peter Airey  
Jim Farquharson  
Tina Coffey  
Ms L Creswell  
Bea Jefferson (Retired 17 July 2023)  
Sandra MacLennan  
Laurie Piper (Retired 24 August 2022)  
Joanna Taylor (Retired 23 April 2023)  
Kevin Skivington  
Susan Longmuir  
Mrs J Barry (Appointed 11 November 2022)

**Independent examiner** RITSONS Chartered Accountant  
103 HIGH STREET  
FORRES  
MORAY  
IV36 1AA

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2023

#### Structure, governance and management

##### Governing document

Forres Area Community Trust ("FACT") is a charitable company limited by guarantee, incorporated 29 November 2011 and registered as a charity on 25 June 2014. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

In the event of the company being wound up members are required to contribute an amount not exceeding £1.

##### Organisational Structure & Decision Making

The structure of the company consists of the members, the Directors and the staff as follows;

Members - There are three categories of members, as follows:

1. Ordinary Members for persons aged 16 or over who live in the Forres Academy catchment area; Ordinary Members elect people to serve as Directors in accordance with the Articles of Association,
2. Associate Members for adults who live out with the Forres Academy catchment area and for organisations that support the aims of the company wherever their place of business.
3. Junior Members for those aged between 12 and 15.

Directors - The directors of the company are also charity trustees for the purposes of the charity law and are known as Board members. They are responsible for the strategy and supervision of the activities of the company; and the manner in which it fulfils its objects.

Staff - the eleven members of staff, recruited locally, carry out the day-to-day activities of the company under the management of the Lead Development Officer, who turn is managed by the Chair on behalf of the Board.

The company has a Board of Directors of up to fifteen members who are responsible for its strategic direction and decision making.

- Up to twelve of the Directors are elected by the Ordinary Members and drawn from the membership of the company (Member Directors).
- A maximum of three are Directors appointed by the Directors (Co-opted Directors), who need not be members.
- There is a minimum number of seven directors. The majority of Directors need to be Member Directors.

The Member Directors are appointed at a General Meeting of the company for a period of three years, one third retiring at each Annual General Meeting. Co-opted Directors are appointed for a year. At the end of the period of their appointment Directors are eligible to be re-elected or re-co-opted.

All Directors give their time voluntarily and received no benefits, financial or other, from the charity.

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

At present, the Board has eight members, from a variety of professional backgrounds, who meet monthly.

#### **Changes in Directors**

Joanna Taylor, Bea Jefferson and Jim Farquharson stepped down by rotation and were reappointed at the AGM on 11<sup>th</sup> November 2022.

Joanne Barry was appointed as new Director at the AGM on 11th November 2022.

The Directors and staff seek to ensure that the needs of the organisation and local community are appropriately reflected through a diverse Board membership. In an effort to maintain the broad mix of skills represented on the Board, Directors complete a skills audit and in the event of particular skills being required, appropriate individuals are then approached to be co-opted or elected to the Board. Members of the Board also undertake training to enhance their skills.

#### **Roles and Responsibilities of Directors**

The role of the Directors is to set overall strategy and to exercise overall supervision in relation to the company's activities.

Company law requires the Directors to prepare financial statements for each financial year. These give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its income and expenditure, for the financial year. The annual accounts are prepared in accordance with statutory requirements and Directors are responsible for there being adequate systems of internal control and ensure that members of staff or external providers involved in accounting and accounts are competent and reliable.

The Board of Directors is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Board of Directors is also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud or other irregularities.

All Directors when appointed are required to read, agree to and sign a Code of Practice and follow the Charities & Trustee Investment (Scotland) Act 2005 and Companies Act 2006.

#### **Related Parties**

Trustees must always act in the interests of their charity and not for private benefit. Charities preparing accruals(SORP) accounts must disclose:

- Trustees' remuneration and benefits
- Trustees' expenses
- Transactions with those persons and entities that are closely connected to the charity or its trustees, referred to as related parties.

The Board has put in place a process whereby Directors disclose entities with which they are closely involved to assist in the identification of possible conflicts of interest and related party transactions to ensure these are addressed appropriately.

The company is affiliated with and is a member of the Development Trusts Association Scotland, number SE155, Scottish Council for Voluntary Organisations, Heritage Trust Network, Befriending Networks Scotland, Moray Federation of Community Halls and Associations, Forres Area Forum,

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

Forres Area Tourism Network, Forres Area Business Association, the Online Centre Network, SURF - Scottish Regeneration Network and is a member of the Third Sector Interface. Moray Membership of these organisations has proved invaluable for access to professional guidance, for use of model policies, access to free training and resources, and for learning and networking opportunities for the company and community to benefit from. We have signed up to the Voluntary Code of Practice for Social Enterprise in Scotland, Fair Work First and Disability Confident Employer.

#### **Risk Management & Statement of Risk**

The Board of Directors has established the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate and thereby reduce the risks the charity faces. The external risk to funding has led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control of risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the premises. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

#### **Objectives and activities**

The company has been formed to benefit the community of the Forres Academy catchment area with the following objects;

1. To advance citizenship and community development
  - To advance community development including rural regeneration and the promotion of civic responsibility, volunteering, the voluntary sector and charities within the community
  - To promote, establish, operate and/or support other similar schemes and projects of a charitable nature for the benefit of the community within the Forres Area
2. To advance and protect the environment, culture and heritage
  - To involve local people in caring for the area's environment, heritage and culture and encourage others to visit the area
3. To advance education and lifelong learning for the benefit of the general public

The company shall do so following the principles of sustainable development.

#### **The Strategic Objectives are that FACT:**

- Operates to a high standard, with governance and operational processes that are in line with best practice
- Continues to deliver high quality outcomes on all projects
- Operates with due regard to financial and environmental sustainability, in ways that are consistent with its objectives and charitable status
- develops the Town Hall to the benefit of the community
- Facilitates the community's ability to benefit from the "digital age"
- Works, with partners as appropriate, to bring economic prosperity and sustainable rural regeneration to the area
- Engages with the whole community in an inclusive way to facilitate their opportunities for improving wellbeing.

These Strategic Objectives were set in 2020-21 by the Board, in line with the Growth Plan that was developed in 2013 and are regularly reviewed, the first being in February 2022. There is currently a strategic planning review taking place which should be completed by the end of the year.

The strategy for achieving these objectives and aims includes the promotion and facilitation of

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

partnership working, by encouraging individuals and groups with specific skill, experience and interests to work together for the benefit of Forres area communities. The company works collaboratively with partners from the voluntary, public, private sectors and grant awarding bodies to ensure best use of resources to ensure efficient and effective results are achieved. The charity has access to community views and can facilitate consultations on behalf of others to ensure the necessary neutrality to provide authentic information. By communicating about national resources and our membership of national network organisations, the company brings funding and other opportunities to the Forres area to ensure relevant developments are accessed and maximised.

#### **Achievements and performance**

During this period the effects of the coronavirus pandemic had significantly reduced facilities and services re-opened or were back to operating at full capacity. However, there was still a real lasting negative effect of the restrictions and the experiences individuals endured. Along with the start of the cost of living crisis and the concerns of climate change people are still finding life challenging. FACT projects have therefore continued to support people over this time especially to improve mental health, inclusion and prevent isolation and loneliness. Key achievements and performance highlights from the period include:

#### **Volunteering**

FACT is very grateful for all the invaluable and myriad contributions that volunteers make in supporting our various activities, projects and general operations of FACT and the town hall as well as supporting many local organisations in the area. A Volunteer Festive Get Together was organised on 21<sup>st</sup> December 2022 to celebrate this tremendous involvement.

By the end of the year there were 82 Volunteers ranging from age 17-82 years old. A review also took place to strengthen our knowledge of the local Community and clarified the way that FACT Volunteers or Town Hall user Groups give their time to support a variety of Forres organisations, including FACT funding.

This area of work has been funded by the National Lottery Community Fund and Impact Partnership funding.

The Pop Up Pantry which is run by Volunteers and is in collaboration with Moray Food Plus, CFine/Fareshare, Caboodle and Transition Town Forres who provide food that may otherwise go to landfill, recorded 282 members. This initiative has been supported by The People's Postcode Trust.

Work had also been undertaken to update the Service Directory for People in the Forres Area which was supported by the Beatrice Fund and Moray Local Action Fund and led by a Volunteer and members of staff.

#### **The Cameron Project**

The Cameron Project is FACT's special project which aims to reduce social isolation and loneliness in the local community. The project offers a befriending service, events and a wide variety of activities aimed at all walks of society.

The Cameron Project is named after local postman William Cameron who left the majority of his wealth to residents of a local old people's home where he spent his final years. Individuals can self referral or be referred by a number of local organisations and agencies including Varis Practice Mental Health and Wellbeing Manager, tsiMoray – Hospital Homecoming Project, Quarriers, Health and Social Care Moray, Community Physio Team – Forres Health Care, Dementia and Frailty Team – Lossiemouth, Family.

Over this period, 41 Befriendees were signed up to the service of which 14 were on the waiting list to match up with a suitable Befriender. There were a total of 23 Befrienders and 19 matches were

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

made. This project has been supported by the Beatrice Community Fund and the National Lottery Community Fund.

A group of students from Forres Academy as part of their YPI project (helping young people to help their community) conducted a project on FACT activity provision. They were focusing on loneliness and isolation in the local area. They attended various activities and interviewed participants of the activity programme.

The Activities Programme which complements the Befriending Service had a variety of activities that people could attend especially those 50+. This included, Exercise based activities, Gentle Seated Exercise, Immediate Exercise, Fitness MOT, Dance and Slow Yoga, Art and craft based activities, and Singing in Confidence. There were in the region of 2000 attendances over this accounting period who participated in the activities programme. This was funded by a number of funding streams including, Beatrice Community Fund, Auchernack and the National Lottery Community Fund and Moray Local Action Fund both administered via tsiMoray.

We also assisted Wild Things to promote and encourage attendance to their new outdoor sessions.

#### **Forres Online - Digital Inclusion Project**

Forres Online offers free, face to face, digital support in the local community and in the surrounding rural areas. We have signed up to the Digital Participation Charter, which confirms our commitment to improve digital skills for Staff, Volunteers and people in our local community.

FACT is also part of Moray Pathways Opportunities. They can help point you in the right direction to find opportunities in education, training or employment giving digital support.

The total number of beneficiaries at Forres Online Events over this period was in the region of 700 attendances. This included weekly drop ins at Forres Town Hall, outreach sessions.

#### **Employability Project**

New funding was secured from the European Union Social Fund and the Scottish Government via the Moray Council, Moray Pathways to run a 12 month employability support service focussing on digital skills.

This project ran between April 2022 and March 2023 and operated along with the Forres Online project, DWP, the Moray Council Key Workers and Nature 4 Health. A holistic client-centred approach was taken resulting in many of the targets and outcomes overachieved which included, 28 clients signed up (target 20), 13 clients in employment including self employment (target 5).

Activities included; one to one sessions, weekly drop in sessions with a specific digital focus, and marketplace to promote employment and Volunteering opportunities.

Work also took place in partnership with Findhorn Bay Arts, Moray Arts Centre and the Moray Council to support and develop new initiatives for unemployed artists.

In December, a joint event between The Bank of Scotland, Moray Firth Credit Union, the Moray Council and others called Mince Pies and Money! Which provided tips, information and advice on budgeting, savings, benefits, online banking etc.

#### **Forres Town Hall Operations**

The rooms and halls available for hire continue to be popular with regular users, other local community groups, meeting, hot desking, training, weekly coffee mornings and FACT's own activity programme. Regular meetings are held with the Town Hall User Groups which has helped develop a partnership approach to improve the current facilities.

The Wee Gallery in the side hallway, for display of local art and photography exhibitions also



# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

continues to be a popular asset to the Town Hall days every week.

#### **Forres Town Hall Regeneration Capital Project**

Funding had been secured from DTAS, Berry Burn Community Fund and Architectural Heritage Fund to carry out surveys to inform the tendering process for repairs and renovations at the town hall.

Funding was also secured from the Community Ownership Fund for £300,000 which includes £50,000 for revenue project management. To draw down these funds match funding has to be found for the capital aspects of the work. An application was also submitted to the Historic Environment Scotland repair grant fund.

The Board Refurbishment Team and LDN Design Team have been working together to seek further funding.

#### **Spirit of Community Plan**

The Spirit of Community Event on 27<sup>th</sup> April 2022, enabled residents to comment on how they felt the Forres area could move forward. At the event the SOAR method of engagement was used to encourage participants to focus on Strengths, Opportunities, Aspiration & Results. They could choose 2 areas to discuss on the night from 4 themes; The Local Environment, Transport, Traffic & Access, Leisure & Tourism, Facilities & Services.

The lead up to the Event was well supported with a team of 15-20 Volunteers attending regular meetings held between January & April to work out themes, train in SOAR system & develop the format of the Event. The Event was also supported by Moray Council, Community Support Unit.

Over 75 people including the Facilitators & Scribes attended the Event. The comments from each Discussion Group. The feedback on the night was positive with many positive points about the level of Volunteering in the Forres area being frequently reiterated.

A survey was produced so that views could be sought of those who could not attend on 27/04/22. Information & links to the Survey have been shared widely by FACT, Forres Academy, Forres Area Forum, Forres + Dyke Community Councils, Moray Council as well as partner organisations. Those who are digitally excluded were encouraged to complete a paper copy of the Survey & hand in to Town Hall.

Further consultation was followed up with the results to be collected and the Spirit of Community Plan to be launched early next year.

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

##### Financial review

During this accounting period FACT secured funding from a selection of funders to support its core activities. Details of those activities are set out in the Achievements and Performances section of this report.

A full list of sources of this income are shown in Note 5 to the Financial Statements. The total income for the period was £373,506. The total expenditure for the period was £358,772. The unrestricted balance in reserves at the end of the period was £145,905.

FACT is required to account for income and expenditure in line with the Statement of Recommended Practice for Charities (SORP). As a charitable company it is required to adopt Accrual accounting. Accruals accounts present a clearer picture of the charity's finances during the year. They show income and expenditure as these relate to the year in question, rather than simply recording money received and paid out. The balance sheet gives a 'snapshot' of the charity's financial position at the end of the year. However, the timing of the receipt of funding may not match that of the related expenditure.

During the year FACT received £76,360 of funding that related to its refurbishment of the Town Hall, and the increased value of an asset on FACT's balance sheet. However, the SORP requires this to be taken through the income account, which has the impact of significantly increasing income and giving an apparent "surplus" that actually relates to an increased balance sheet value of a capital item.

FACT's minimum level of reserves is to have sufficient freely available unrestricted reserves to fund three month's staff salary costs plus statutory redundancy payments and three months of fixed utility costs.

This is the amount required to wind up the organisation in an orderly way, meeting all outstanding commitments, should this be necessary.

Freely available unrestricted reserves consist of all net current assets where no restrictions have been made on their use by funders. This does not include the value of the Town Hall as the asset would be difficult to sell and convert to cash within a short period of time.

For the financial year 2023/24, the minimum level of unrestricted reserves is estimated as £67,313.

If forecasts show reserves are likely to go below this minimum level, the FACT trustees will take immediate steps to review the organisation's financial position and either form a plan to return to a financially sustainable position, or if that cannot be feasibly done, consider winding up the organisation.

FACT's target level of available unrestricted reserves is six months revenue expenditure, based on the budget for the coming year.

This is the amount required to ensure long term continuation of activity and deal with financial uncertainties.

For the financial year 2023/24 the target level of reserves is £136,000.

The trustees will plan to retain this level of reserves. However, short term reductions below the target level may be made to fund organisational priorities.

# Forres Area Community Trust

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2023

The present level of reserves available to the charity of £145,905 is marginally above the target level. However, the budget set by the trustees for the year ended 31 March 2024 includes plans to draw on these reserves which will take them temporarily below the target level.

#### Future Plans

FACT are currently going through a strategic planning review supported by HIE. The focus of this review is to look at models of sustainability so the organisation is less reliant on revenue grants to support core and project activity costs. This will also include a three year plan to continue and develop new projects and activities within the organisation's objectives and a more phased approach to achieve the Forres Town Hall Regeneration Capital Project.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 28/11/23 and signed on behalf of the board of trustees by:



Jim Farquharson  
Trustee

# **Forres Area Community Trust**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of Forres Area Community Trust**

**Year ended 31 March 2023**

I report to the trustees on my examination of the financial statements of Forres Area Community Trust ('the charity') for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts carried out under section 44(1)(c) of the 2005 Act. In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### **Independent examiner's statement**

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of ICAS which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act, section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records or with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

# **Forres Area Community Trust**

**Company Limited by Guarantee**

## **Independent Examiner's Report to the Trustees of Forres Area Community Trust *(continued)***

**Year ended 31 March 2023**

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

RITSONS  
Chartered Accountant  
Independent Examiner

103 HIGH STREET  
FORRES  
MORAY  
IV36 1AA

**Forres Area Community Trust**  
**Company Limited by Guarantee**  
**Statement of Financial Activities**  
**(including income and expenditure account)**

**Year ended 31 March 2023**

		Unrestricted funds	2023 Restricted funds	Total funds	2022 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	5	61,535	311,939	<b>373,474</b>	381,999
Investment income	6	32	–	<b>32</b>	–
<b>Total income</b>		<u>61,567</u>	<u>311,939</u>	<u><b>373,506</b></u>	<u>381,999</u>
<b>Expenditure</b>					
Expenditure on charitable activities	7,8	67,914	290,858	<b>358,772</b>	242,729
<b>Total expenditure</b>		<u>67,914</u>	<u>290,858</u>	<u><b>358,772</b></u>	<u>242,729</u>
<b>Net income and net movement in funds</b>		<u>(6,347)</u>	<u>21,081</u>	<u><b>14,734</b></u>	<u>139,270</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		152,252	284,639	<b>436,891</b>	297,621
<b>Total funds carried forward</b>		<u>145,905</u>	<u>305,720</u>	<u><b>451,625</b></u>	<u>436,891</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 15 to 22 form part of these financial statements.

# Forres Area Community Trust

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible fixed assets	12	197,421	191,988
<b>Current assets</b>			
Debtors	13	24,194	13,521
Cash at bank and in hand		<u>244,147</u>	<u>235,388</u>
		268,341	248,909
<b>Creditors: amounts falling due within one year</b>	14	<u>14,137</u>	<u>4,006</u>
<b>Net current assets</b>		<u>254,204</u>	<u>244,903</u>
<b>Total assets less current liabilities</b>		<u>451,625</u>	<u>436,891</u>
<b>Net assets</b>		<u>451,625</u>	<u>436,891</u>
<b>Funds of the charity</b>			
Restricted funds		305,720	284,639
Unrestricted funds		<u>145,905</u>	<u>152,252</u>
<b>Total charity funds</b>	16	<u>451,625</u>	<u>436,891</u>

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 28/11/23, and are signed on behalf of the board by:



Jim Farquharson  
Trustee

The notes on pages 15 to 22 form part of these financial statements.

# Forres Area Community Trust

## Company Limited by Guarantee

### Statement of Cash Flows

Year ended 31 March 2023

	2023 £	2022 £
<b>Cash flows from operating activities</b>		
Net income	14,734	139,270
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	7,460	7,139
Other interest receivable and similar income	(32)	–
Accrued expenses	3,424	2,909
<i>Changes in:</i>		
Trade and other debtors	(10,673)	(536)
Trade and other creditors	6,706	(1,071)
Cash generated from operations	21,619	147,711
Interest received	32	–
Net cash from operating activities	21,651	147,711
<b>Cash flows from investing activities</b>		
Purchase of tangible assets	(12,893)	(109,682)
Net cash used in investing activities	(12,893)	(109,682)
<b>Net increase in cash and cash equivalents</b>	8,758	38,029
<b>Cash and cash equivalents at beginning of year</b>	235,388	197,359
<b>Cash and cash equivalents at end of year</b>	244,146	235,388

The notes on pages 15 to 22 form part of these financial statements.



# **Forres Area Community Trust**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 March 2023**

#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in Scotland and a registered charity in Scotland. The address of the registered office is Forres Town Hall, High Street, Forres, IV36 1PB, Scotland.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Buildings	-	2% straight line
Office Equipment	-	25% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 3. Accounting policies *(continued)*

##### Financial instruments *(continued)*

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The Company is limited by guarantee and has no share capital.

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
H & I Enterprise Grants	–	43,571	<b>43,571</b>
Adapt & Thrive Fund	–	–	–
Other income	59,702	–	<b>59,702</b>
Funding Steps to Sustainability Programme	–	–	–
VSF Impact Funding	–	13,000	<b>13,000</b>
Forres Companion Publication Sales	83	–	<b>83</b>
Berry Burn Community Fund	–	26,360	<b>26,360</b>
TSI Moray Health & Wellbeing Fund	–	12,200	<b>12,200</b>
Moray Council LEP Fund	–	7,003	<b>7,003</b>
Consultancy Income	1,750	–	<b>1,750</b>
Moray Council MERI Funding	–	17,718	<b>17,718</b>
Moray Council Economic Growth & Regeneration	–	28,011	<b>28,011</b>
Crerar	–	5,000	<b>5,000</b>
Just Transition Fund/TSI	–	50,000	<b>50,000</b>
TSI Moray Hospital Homecoming Project	–	3,000	<b>3,000</b>
TSI Moray Menopause Project	–	2,000	<b>2,000</b>
Moray Local Action Group (Cameron Project)	–	19,250	<b>19,250</b>
Lottery Community Fund	–	59,826	<b>59,826</b>
Peoples Postcode Lottery	–	25,000	<b>25,000</b>
	<u>61,535</u>	<u>311,939</u>	<u><b>373,474</b></u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
H & I Enterprise Grants	–	119,507	119,507
Adapt & Thrive Fund	–	68,573	68,573
Other income	37,961	19,482	57,443
Funding Steps to Sustainability Programme	–	9,996	9,996
Impact Funding Partners	–	3,538	3,538
Forres Companion Publication Sales	125	–	125
Berry Burn Community Fund	–	–	–
Moray Communities Mental Health and Wellbeing Fund	–	10,000	10,000
Moray Council LEP Fund	–	–	–
Consultancy Income	750	58	808
Moray Council MERI Funding	–	–	–
Moray Council Economic Growth & Regeneration	–	–	–
Older Person's Project	–	5,013	5,013
Business Support Grants (Covid)	16,100	–	16,100
Scottish Land Fund (Town Hall)	–	6,009	6,009
Lottery Community Fund	–	–	–
Peoples Postcode Lottery	–	20,000	20,000
SSE Beatrice Offshore Windfarm	–	49,193	49,193
Architectural Heritage Fund	–	15,694	15,694
	<u>54,936</u>	<u>327,063</u>	<u>381,999</u>

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

**Year ended 31 March 2023**

**6. Investment income**

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Bank interest receivable	32	32	–	–

**7. Expenditure on charitable activities by fund type**

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Activities	67,914	290,858	358,772

  

	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Activities	60,986	181,742	242,729

**8. Expenditure on charitable activities by activity type**

	Activities undertaken directly	Total funds 2023	Total fund 2022
	£	£	£
Activities	358,772	358,772	242,729

**9. Net income**

Net income is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation of tangible fixed assets	7,460	7,139
Operating lease rentals	1,445	1,054

**10. Staff costs**

The average head count of employees during the year was 9 (2022: 9). The average number of full-time equivalent employees during the year is analysed as follows:

	2023	2022
	No.	No.
Number of staff	6	6

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

**11. Trustee remuneration and expenses**

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 12. Tangible fixed assets

	Land and buildings £	Equipment £	Total £
<b>Cost</b>			
At 1 April 2022	187,347	16,858	<b>204,205</b>
Additions	8,941	3,952	<b>12,893</b>
<b>At 31 March 2023</b>	<b>196,288</b>	<b>20,810</b>	<b>217,098</b>
<b>Depreciation</b>			
At 1 April 2022	5,534	6,683	<b>12,217</b>
Charge for the year	3,926	3,534	<b>7,460</b>
<b>At 31 March 2023</b>	<b>9,460</b>	<b>10,217</b>	<b>19,677</b>
<b>Carrying amount</b>			
<b>At 31 March 2023</b>	<b>186,828</b>	<b>10,593</b>	<b>197,421</b>
At 31 March 2022	181,813	10,175	191,988

#### 13. Debtors

	2023 £	2022 £
Prepayments and accrued income	1,554	1,248
Other debtors	22,640	12,273
	<b>24,194</b>	<b>13,521</b>

#### 14. Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	6,706	–
Accruals and deferred income	7,431	4,007
	<b>14,137</b>	<b>4,007</b>

#### 15. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £3,914 (2022: £3,465).

# Forres Area Community Trust

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 16. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
Unrestricted funds	<u>152,252</u>	<u>61,567</u>	<u>(67,914)</u>	<u>—</u>	<u>145,905</u>

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Unrestricted funds	<u>154,921</u>	<u>54,936</u>	<u>(60,987)</u>	<u>3,382</u>	<u>152,252</u>

##### Restricted funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
Restricted Funds	<u>284,639</u>	<u>311,939</u>	<u>(290,858)</u>	<u>—</u>	<u>305,720</u>

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Restricted Funds	<u>142,700</u>	<u>327,063</u>	<u>(181,742)</u>	<u>(3,382)</u>	<u>284,639</u>

#### 17. Analysis of changes in net debt

	At 1 Apr 2022 £	Cash flows £	At 31 Mar 2023 £
Cash at bank and in hand	<u>235,388</u>	<u>8,759</u>	<u>244,147</u>