



**Scottish Charity Number SC011737**

# **Annual Report and Financial Statement for the year ending 28<sup>th</sup> February 2018.**

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## Trustee's Annual Report – Year ending 28<sup>th</sup> February 2018

The Trustees have pleasure in presenting this report together with the Financial Statement and the independent examiner's report for the year ending 28<sup>th</sup> February 2018.

### Reference and Administrative Information

**Charity Name** STRATHCARE (also known as Strathearn Community Care Association)

**Scottish Charity Number** SC011737

**Address**



### Current Trustees

|                   |              |                             |
|-------------------|--------------|-----------------------------|
| Peter Airey       |              | Reappointed 23rd March 2015 |
| Iain Brown        | Bus Convener | Appointed 21st March 2016   |
| Ian Buchan        |              | Appointed 28 November 2016  |
| Morag Butt        |              | Reappointed 27th March 2017 |
| Kathleen Coffey   |              | Reappointed 23rd March 2015 |
| David Gilzean     |              | Reappointed 27th March 2017 |
| Irwin Keith       | Vice Chair   | Reappointed 27th March 2017 |
| Iain Maclean      | Chair        | Reappointed 21st March 2016 |
| Fred Mason        | Treasurer    | Appointed 31st March 2014   |
| Margaret Morrison |              | Appointed 27th March 2017   |
| Anne Orchardson   | Secretary    | Appointed 27st March 2017   |
| Alistair Stewart  |              | Reappointed 21st March 2016 |

No other Trustees served during the financial year.

### Structure, Governance and Management

#### Constitution

Strathcare is an unincorporated Registered Scottish Charity and the purpose and administrative arrangements are set out in the constitution, which was adopted in 1975, and was last amended on 21<sup>st</sup> March 2016. Strathcare was granted charitable status by the Scottish Charity Regulator (OSCR) in 2005. Strathcare has no relationship with any other body.

#### Appointment of Trustees

Trustees are appointed or reappointed by the members at the Annual General Meeting which is held within six weeks of the end of the financial year. The Committee (of Trustees) may at any time appoint any person over the age of fifteen to be a charity Trustee.

**Management**

The Trustees meet regularly with the Bus Convener, Club Leaders, drivers and passenger assistants - all of whom are volunteers.

**Objectives and Activities****Charitable Purposes**

Strathcare is an organisation which works to enhance the quality of life of those in Crieff and district who are elderly, isolated or disabled in any way, through the provision of suitable transport to a range of clubs and activities, thus providing friendship, a sense of community and purpose.

**Activities**

Through active fund raising, support from the local community, mileage contributions through Strathcare clubs, donations from other users and grants Strathcare owns, maintains and operates a specially adapted minibus suitable for wheelchair use. Strathcare recruit and train volunteer drivers and passenger assistants, who are issued with updated guidelines and protocols. Strathcare holds full motor and public liability and Trustees Indemnity insurance. Strathcare also holds and operates within the constraints of a Section 19 Permit.

The weekly clubs are autonomous but Strathcare has an overview of the opportunities and variety on offer through regular contact with the weekly Wednesday Club, Thursday Lunch Club (run by the RVS) the Friday Club as well as the monthly Library run and shopping trip. Strathcare also offers transport to many other local organisations serving adults in a range of age groups with mobility challenges and a number of local Residential Homes. Publicity is by word of mouth, a website, local newspapers and a dedicated brochure.

**Achievement and Performance**

For many of the elderly people in and around Crieff safe door to door transport, friendly volunteers and a change of scenery provide a welcome highlight to their week. Those in nursing or care homes also enjoy outings. Library users unable to use public transport also appreciate the service provided.

Over recent years a steady increase in both the frailty and continuance in individual home settings of our passengers has been observed with later transfers to residential or highly supported care. A continuing effort is made to identify potential passengers who may be described as the isolated and less aware for whom both socialisation and health might benefit from company and stimulation. The current year has been very successful in this respect.

Strathcare has provided leaflets aimed primarily at possible users, public displays of photographs and contact material and a website but, more crucially perhaps, Strathcare positively offers information meetings with front line health and care professionals and arranges the provision of leaflet supplies to their offices. The office bearers continue to receive calls from family members

and concerned professionals and offer support where possible. At the time of writing there are three individuals on the waiting list, two being wheelchair users.

Our clubs and transport already support a considerable number of passengers with memory or functional limitations and much credit is due to the passenger assistants and drivers who ensure their safety and enjoyment.

Strathcare currently has fourteen voluntary drivers and twenty-two voluntary passenger assistants who give freely of their time and services, all volunteers are offered training as appropriate.

The two main fundraising events of the current year were the Coffee Morning and the Co-op bag packing event. Both proved financially successful and help raise the profile of Strathcare in the local community.

A small working group from within the Trustees has committed substantial effort to the identification of a replacement of Strathcare's current ten year old specialist bus. The Trustees have agreed to the purchase of the vehicle recommended by the working group. It says a great deal for the financial support received over the years from individuals and organisations as well as the fiscal prudence of the Treasurer and Trustees that the cost of the replacement is fully funded.

## **Financial Review**

### **General**

Strathcare's income is derived from donations, both from clubs and bus users as a contribution towards running costs, also from outside organisations / individuals as a gesture of goodwill, fundraising, grants and interest. This year Strathcare received donations from, Crieff Round Table, Fusion Meetings and Events, Gift Aid, Lodge St Michael, The TSB and three individuals. During the year grants have been secured from Transport Scotland Bus Services Operators Grant (BSOG).

Total receipts for the year were £ 15,924 (£56,922 last year) and payments totaled £77,988 (£7,084 last year) thus giving a deficit of £-62,065 (Surplus of £49,838 last year).

No stipulation was made that any income be restricted to a particular use, Strathcare therefore maintain one unrestricted set of accounts in accordance with the regulatory guidelines issued by The Scottish Charity Regulator.

Depreciation on the Mercedes bus WX08 AYD (Bertie 1V) which was purchased in 2008 at a cost of £54,249 is assumed to be 25% per annum and is therefore now valued at £3,055. The value of the new bus LX67 BWY (Bertie 5) is assumed at cost.

Strathcare are extremely grateful for the provision of premises and parking by Richmond House, the provision of Public Liability Insurance cover provided by Perth and Kinross Community Transport Group and all the volunteer drivers, passenger assistants and Trustees for their time and commitment to the charity's aim.

### **Reserve Policy**

Strathcare has a policy of ensuring that there are always sufficient funds retained in easy access or short term accounts to cover running costs and the virtually immediate replacement of the bus should this prove necessary. In addition to this £45,000 has been placed in a two year bond (November 2019) to maximize interest.

### **Future Plans**

The Trustees intend to continue to develop services to the people in the area, recognizing the benefit to those in the community who might otherwise feel lonely and isolated and to draw them back into society. The Trustees also intend to ensure that all drivers and passenger assistants continue to be offered relevant training, and that contact is initiated and maintained with those who can help further our objectives.

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Approved by the Trustees on 5<sup>th</sup> March 2018 and signed on their behalf by

**Iain Maclean**

**Chair**

## **Independent Examiner’s Report for the Year ended 28<sup>th</sup> February 2018**

### **Independent Examiner’s Report for the Trustees of Strathcare.**

I report on the financial statements of the charity for the year ended 28<sup>th</sup> February 2018, which are set out on pages 6 to 9.

### **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) (b) 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 such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the accounts.

### **Independent Examiner’s Statement**

In 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.

**Lindsay Wilkinson**

Signed

Date

## Statement of Receipts and Payments

for the period 1st March 2017 to 28th February 2018

| Receipts                                  | Notes | Unrestricted<br>Fund | Current<br>Year | Previous<br>Year |
|---|-------|----------------------|-----------------|------------------|
| <b>Voluntary Receipts</b>                 |       |                      |                 |                  |
| Donations                                 |       | 5,211                | 5,211           | 46,656           |
| Legacies                                  |       | 1,000                | 1,000           | 500              |
| Grants                                    | 4     | 1,670                | 1,670           | 2,279            |
| Fund-Raising                              |       | 1,440                | 1,440           | 1,248            |
| Gross Trading                             |       | 0                    | 0               | 0                |
| Bank & Building Society Interest          |       | 2,372                | 2,372           | 2,182            |
| <b>Receipts for Charitable Activities</b> |       |                      |                 |                  |
| Bus Users Contributions                   |       | 4,230                | 4,230           | 4,057            |
| <b>Total Receipts</b>                     |       | <b>15,924</b>        | <b>15,924</b>   | <b>56,922</b>    |
| <b>Payments</b>                           |       |                      |                 |                  |
| Cost of Fund-Raising                      |       | 70                   | 70              | 65               |
| Cost of Charitable Activities             | 5     | 7,608                | 7,608           | 6,852            |
| Governance Costs                          | 6     | 124                  | 124             | 167              |
| Purchase of Assets                        |       | 70,187               | 70,187          | 0                |
| <b>Total Payment</b>                      |       | <b>77,988</b>        | <b>77,988</b>   | <b>7,084</b>     |
| <b>Surplus / Deficit for the year</b>     |       | <b>-62,065</b>       | <b>-62,065</b>  | <b>49,838</b>    |

The notes on page 8 and 9 form an integral part of these accounts.

|                                       | Unrestricted<br>Fund | Current<br>Year | Previous<br>Year |
|---------------------------------------|----------------------|-----------------|------------------|
| <b>Funds Reconciliation</b>           |                      |                 |                  |
| Cash at Bank and in Hand - 29/02/2017 | 184,295              | 184,295         | 134,457          |
| Surplus / Deficit for the year        | -62,065              | -62,065         | 49,838           |
| Cash at Bank and in Hand - 28/02/2018 | 122,231              | 122,231         | 184,295          |

### Statement of Balances - As at 28th February 2018

|   |  |         |         |
|---|--|---------|---------|
| Cash  |  | 81      | 34      |
| RBS Current Account                               |  | 0       | 0       |
| TSB Current Account                               |  | 7,593   | 10,952  |
| Scottish Building Society (Inst access)           |  | 16,076  | 25,870  |
| Scottish Building Society Fixed Term (FEB 2018)   |  | 0       | 50,000  |
| Skipton Building Society (45 Days Notice Account) |  | 52,892  | 52,440  |
| United Trust Bank Fixed Term (Feb 2018)           |  | 0       | 45,000  |
| United Trust Bank Fixed Term (Nov 2019)           |  | 45,588  | 0       |
| Total   |  | 122,231 | 184,295 |

### Other Assets (Unrestricted Fund)

|   |  |        |       |
|---|--|--------|-------|
| Mercedes Sprinter Bus (Bertie 1V, Purchased 2008 - £54,249) |  | 3,055  | 4,073 |
| Mercedes Sprinter Bus (Bertie 5, Purchased 2018 - £70,187)  |  | 70,187 | 0     |

All funds are unrestricted. £70,000 is designated as Strathcare's Bus Replacement Fund.

The notes on pages 8 and 9 form an integral part of these accounts.

Approved by the Trustees of Stathcare at a meeting on 5h March 2018 and signed on their behalf by

Iain Maclean  
Chair

Fred Mason  
Treasurer



## Notes to the Accounts - for the Year Ended 28th February 2018

### 1 Basis of Accounting

These accounts have been prepared on the Receipts and Payment basis in accordance with the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations (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. The trustees maintain a single unrestricted fund.

### 3 Related Party Transactions

Strathcare purchases Trustee indemnity insurance for all its trustees. No other remuneration was paid to any trustee or to any connected persons during the year.

|  | Current Year | Previous Year |
|--|--------------|---------------|
| <b>4 Grants Received</b>                 |              |               |
| Perth & Kinross Community Transport Fund | 0            | 600           |
| Scottish Government BSOG                 | 1,670        | 1,679         |
|  | <b>1,670</b> | <b>2,279</b>  |

### 5 Cost of Charitable Activities

|                             |              |              |
|-----------------------------|--------------|--------------|
| Fuel                        | 2,189        | 1,869        |
| Repairs, Maintenance & MOT  | 985          | 1,925        |
| CTA                         | 25           | 36           |
| Vehicle & Trustee Insurance | 3,388        | 1,842        |
| Summer Lunch                | 526          | 397          |
| Summer Outing               | 0            | 204          |
| Presentations & Social      | 60           | 131          |
| Training                    | 312          | 226          |
| Consumables                 | 71           | 61           |
| Publicity & Stationary      | 53           | 161          |
|                             | <b>7,608</b> | <b>6,852</b> |

## Notes to the Accounts - for the Year Ended 28th February 2018

### 6 Governance Cost

|                        | Current Year | Previous Year |
|------------------------|--------------|---------------|
| Trustees Meeting       | 60           | 120           |
| Annual General Meeting | 15           | 0             |
| Independent Examiner   | 49           | 47            |
|                        | <b>124</b>   | <b>167</b>    |