

APPENDIX 1



Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	01	2011		31	12	2011

Office of the Scottish Charity Regulator

Reference and administration details

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

INNERLEITHEN PIPE BAND
TWEEDVALE PIPE BAND
SC032804
14 CROOKSTON PLACE
PEEBLES
Postcode EH45 9AL

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

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	STEVEN GIBB	CHAIRMAN		
2	CHARLES GRAY	SECRETARY		
3	LINDA RIDLEY	TREASURER		
4	DAVID ELDER			
5	BRUCE GILLIE	PIPE MAJOR		
6	ANDY LYON			
7	JIM DOCHERTY			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

## Reference and administration details

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

Name	Dates acted if not for whole year

## Structure, governance and management

### Type of governing document

Innerleithen Pipe Band is an unincorporated association governed by a constitution adopted by the band in 2002.  
The band is governed by a management committee elected annually from its membership by the band's AGM.  
The band is led musically by a Pipe Major, Leading Drummer and Drum Major who are elected annually from its membership by the band's AGM.

### Trustee recruitment and appointment

Trustees are elected annually for a period of 1 year by the band's AGM. Any member of the band is eligible to stand for election. Trustees resign at each AGM but are eligible for immediate re-election.

## Objectives and activities

### Charitable purposes

The objects of the band shall be to advance the education of the public in the art of Bagpipe Playing and Drumming by the presentation of public performances and other related activities. In furtherance thereof but not otherwise the band shall seek:

- a) To promote pipe bands and the playing of pipe band music
- b) To form and maintain a competition pipe band
- c) To compete at the highest possible grade in competition
- d) To maintain membership of the Royal Scottish Pipe Band Association or its successor organisation
- e) To provide tuition and education in the playing of bagpipes and drums
- f) To do all other things as are charitable in law for the attainment of these objects

### Summary of the main activities in relation to these objects

- The band held regular twice weekly practices throughout the year.
- The band has been providing tuition to a number of learners at various stages of development on chanter, bagpipe, stick & pad and drums.
- The band played at 15 engagements over the year.
- For a second year the band unfortunately did not participate in pipe band competitions, due to a lack of drummers. Steps have been taken to remedy this situation in the hope that the band can compete again in the near future.

## APPENDIX 1

### Achievements and performance

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

- The band continued its membership of the Royal Scottish Pipe Band Association.
- The band continued to develop its playing personnel by providing tuition in the arts of bagpiping and drumming at twice weekly practices. New members made their playing debuts with the band during 2011.
- The band instituted a formal drumming class using a paid instructor for the first time, to combat the falling numbers of drummers available in the local area.
- The band continued to develop its playing repertoire for the enjoyment of playing members and listening public.

### Financial review

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

The band's constitution states that the band must hold a minimum of £50 in its bank accounts. As at 31/12/11 the band held general reserves of £3324. The band holds reserves in order to enable it to meet ongoing running costs and asset purchases to enable it to continue with its activities. The band has a designated fund for the purpose of rebuilding the band hall, sited in Hall Street Innerleithen. As at 31/12/11 the fund held £2399. The timing of future expenditure from this fund cannot be specified as there are currently not enough funds to allow the rebuilding to proceed.

#### Details of any deficit

The band sustained a deficit of £411 in 2011. The deficit was accounted for by a downturn in fundraising activities due to the prevailing economic conditions. The Committee considers that the general fund of £3324 will enable the pipe band to continue at current activity levels.

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

The band is composed entirely of volunteers who donate their time freely to attend practices, playing engagements and competitions. Band members also volunteer to administer the band. The band has donated to it by the Vale of Leithen Social Club the use of the Club's function hall for practice purposes which the committee estimate is worth approx £1000 pa to the band.



APPENDIX 1

Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CHARLES GRAY	STEVEN GIBB
Position (e.g. Chair)	SECRETARY	CHAIRMAN
Date	29/1/2012	29/1/2012



APPENDIX 1

**Other optional information**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	CHARLES GRAY	STEVEN GIBB
Position (e.g. Chair)	SECRETARY	CHAIRMAN
Date	29/1/2012	29/1/2012

Receipts and payments accounts

For the period from

01	January	2011
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to

31	December	2011
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Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	171	-	-	-	171	224
Legacies	-	-	-	-	-	-
Grants	100	-	-	-	100	1,636
Receipts from fundraising activities	10,287	-	-	-	10,287	6,818
Gross trading receipts	-	-	-	-	-	2,105
Income from investments other than land and buildings	-	1	-	-	1	3
Rents from land & buildings	-	-	-	-	-	-
Gross receipts from other charitable activities	-	-	-	-	-	-
<b>A1 Sub total</b>	<b>10,558</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>10,559</b>	<b>10,786</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,558</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>10,559</b>	<b>10,786</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	3,747				3,747	1,337
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	7,222				7,222	9,481
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>10,969</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,969</b>	<b>10,818</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>10,969</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,969</b>	<b>10,818</b>
<b>Net receipts / (payments)</b>	<b>(411)</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>(410)</b>	<b>(32)</b>
<b>A5 Transfers to / (from) funds</b>						
					-	
<b>Surplus / (deficit) for year</b>	<b>(411)</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>(410)</b>	<b>(32)</b>

**Section B Statement of balances**

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	6,144				6,144	6,175
	Surplus / (deficit) shown on receipts and payments account	(411)				(411)	(32)
						-	
						-	
	<b>Cash and bank balances at end of year</b>	<b>5,733</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,733</b>	<b>6,143</b>

(Agree balances with receipts and payments account(s))

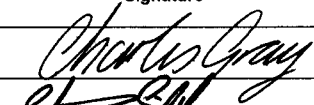

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
<b>B2 Investments</b>				
	<b>Total</b>		-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
<b>B3 Other assets</b>	SET OF DRUMS	General Fund			
	UNIFORMS	General Fund			
	BAND HALL	Designated Fund			
		<b>Total</b>		-	-

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
<b>B4 Liabilities</b>				
	<b>Total</b>		-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
<b>B5 Contingent liabilities</b>				
	<b>Total</b>		-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CHARLES GRAY	29/1/12
	STEVEN GIBBS	29/1/12

**Section C Notes to the Accounts**

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

The band has two funds: an unrestricted fund for general reserves and a designated unrestricted fund for the purpose of rebuilding the band's hall

**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			-

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	<b>x</b>
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Authority under which paid

**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	<b>x</b>
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**C4b Trustee expenses - details**

	Number of trustees	£

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

**C6 Other information**



## INNERLEITHEN PIPE BAND

SC032804

**Additional analysis (1)**

## Analysis of receipts and payments

## 1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Donations - General	171				171	224
					-	
					-	
					-	
<b>Total</b>	<b>171</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>171</b>	<b>224</b>

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Youth-Chex	-	-	-	1,636
	-	-	-	
	-	-	-	
	-	-	-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,636</b>

reference

reference

## 3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Purchase of Material					-	1,555
Hire of Halls	216				216	1,449
Subscriptions & Admin	239				239	287
Competition Entry Fees	9				9	28
Instruments	1,062				1,062	1,961
Heat & Light	152				152	42
Rates	-				-	560
Uniforms	836				836	2,023
Other Payments	906				906	1,575
Band Hall	749				749	-
Drum Tutor	3,053				3,053	-
<b>Total</b>	<b>7,222</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,222</b>	<b>9,480</b>

reference error

**Additional analysis (2)**

**5 Breakdown of unrestricted funds**

	General Fund	Hall Fund			Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	171	-			171	224
Legacies		-			-	
Grants	100	-			100	
Receipts from fundraising activities	10,287	-			10,287	6,818
Gross trading receipts	-	-			-	2,105
buildings	-	1			1	3
Rents from land & buildings	-	-			-	
Gross receipts from other charitable activities	-	-			-	
<b>Sub total</b>	<b>10,558</b>	<b>1</b>			<b>10,559</b>	<b>9,150</b>
					cross ref error	
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>			<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,558</b>	<b>1</b>			<b>10,559</b>	<b>9,150</b>
					cross ref error	
<b>Payments</b>						
Expenses for fundraising activities	3,747	-			3,747	1,337
Gross trading payments	-	-			-	
Investment management costs	-	-			-	
Payments relating directly to charitable activities	7,222	-			7,222	7,926
Grants and donations	-	-			-	
Governance costs:	-	-			-	
Audit / independent examination	-	-			-	
Preparation of annual accounts	-	-			-	
Legal costs	-	-			-	
<b>Sub total</b>	<b>10,969</b>	<b>-</b>			<b>10,969</b>	<b>9,263</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>			<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>10,969</b>	<b>-</b>			<b>10,969</b>	<b>9,263</b>
<b>Net receipts / (payments)</b>	<b>(411)</b>	<b>1</b>			<b>(410)</b>	<b>(113)</b>
<b>Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>(411)</b>	<b>1</b>			<b>(410)</b>	<b>(113)</b>
					cross ref error	

**Nature and purpose of funds**

The General Fund is an unrestricted fund for the general receipts and payments of the band. The Band Hall fund is a designated unrestricted fund for the purpose of rebuilding the band's hall.

INNERLEITHEN PIPE BAND

SC032804

**Additional analysis (3)**

**6 Breakdown of restricted funds**

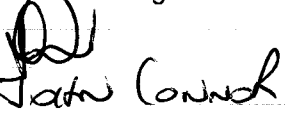
	Restricted fund 1 - restriction of the whole fund	Restricted fund 2 - restriction of fund raised	Restricted fund 3 - restriction of fund raised	Restricted fund 4 - restriction of fund raised	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations	-	-	-	-	-	-
Legacies	-	-	-	-	-	-
Grants	-	-	-	-	-	1,636
Receipts from fundraising activities	-	-	-	-	-	-
Gross trading receipts	-	-	-	-	-	-
Income from investments other than land and buildings	-	-	-	-	-	-
Rents from land & buildings	-	-	-	-	-	-
Gross receipts from other charitable activities	-	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-	<b>1,636</b>
					cross ref error	
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets	-	-	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-	<b>1,636</b>
					cross ref error	
<b>Payments</b>						
Expenses for fundraising activities	-	-	-	-	-	-
Gross trading payments	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-
Payments relating directly to charitable activities	-	-	-	-	-	1,555
Grants and donations	-	-	-	-	-	-
Governance costs:						
Audit / independent examination	-	-	-	-	-	-
Preparation of annual accounts	-	-	-	-	-	-
Legal costs	-	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-	<b>1,555</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets	-	-	-	-	-	-
Purchase of investments	-	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	<b>1,555</b>
<b>Net receipts / (payments)</b>	-	-	-	-	-	<b>81</b>
<b>Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	<b>81</b>
					cross ref error	

**Nature and purpose of funds**

The band was awarded a grant in 2010 from Youth-Chex for the purpose of purchasing material and making kilts for the younger members (10-25 years) of the band. The project is now complete. No grants were received in 2011.

# OSCr

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts								v2
<b>Report to the trustees/members of</b>		INNERLEITHEN PIPE BAND								
<b>Registered charity number</b>		SC032804								
<b>On the accounts of the charity for the period</b>		Period start date				Period end date				
		Day	Month	Year	to	Day	Month	Year		
		01	01	2011		31	12	2011		
<b>Set out on pages</b>		5 to 9							(remember to include the page numbers of additional sheets)	
<b>Respective responsibilities of trustees and examiner</b>		<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>								
<b>Basis of independent examiner's statement</b>		<p>My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.</p>								
<b>Independent examiner's statement</b>		<p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> </li> </ol> <p>have not been met, or</p> <ol style="list-style-type: none"> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol>								
<b>Signed:</b>						<b>Date:</b>	29/1/2012			
<b>Name:</b>		John Conner								
<b>Relevant professional qualification(s) or body (if any):</b>		LOYDS TSB (SCOTLAND) PLC								
<b>Address:</b>		78 HIGH STREET PEEBLES EH15 8SW								

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose

[Empty disclosure area]