

# APPENDIX 1

# OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	01	2012	To	31	12	2012

## 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	DOROTHY GRAY	TREASURER		
4	BRUCE GILLE	PIPE MAJOR		
5	ROSS MCLAREN	LEADING DRUMMER		
6	JIM DOCHERTY			
7				
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
DAVID ELDER	January – July 2012 (Resigned)

## 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:

- To promote pipe bands and the playing of pipe band music
- To form and maintain a competition pipe band
- To compete at the highest possible grade in competition
- To maintain membership of the Royal Scottish Pipe Band Association or its successor organisation
- To provide tuition and education in the playing of bagpipes and drums
- 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 18 engagements over the year.

For a third 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.

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### 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 2012.
- 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 31/12/12 the band held general reserves of £4457  
The band holds reserves in order to enable it to meet on-going 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 31/12/12 the fund held £2849. 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

No deficit was incurred in 2012, the band had an excess of income over expenditure of £1596.

#### 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.



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### 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)	STEVEN GIBB.	CHARLES GRAY
Position (e.g. Chair)	CHAIRMAN	SECRETARY
Date	27/1/13	27/1/13

INNERLEITHEN PIPE BAND

SC032804

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	January	2012		31	December	2012

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	680	-	-	-	680	171
Legacies	-	-	-	-	-	-
Grants	-	-	-	-	-	100
Receipts from fundraising activities	6,237	-	-	-	6,237	10,287
Gross trading receipts	3,150	-	-	-	3,150	-
Income from investments other than land and buildings	-	-	-	-	-	1
Rents from land & buildings	-	-	-	-	-	-
Gross receipts from other charitable activities	40	-	-	-	40	-
	-	-	-	-	-	-
<b>A1 Sub total</b>	<b>10,107</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,107</b>	<b>10,559</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>10,107</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,107</b>	<b>10,559</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	2,979	-	-	-	2,979	3,747
Gross trading payments	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-
Payments relating directly to charitable activities	5,532	-	-	-	5,532	7,222
Grants and donations	-	-	-	-	-	-
Governance costs:	-	-	-	-	-	-
Audit / independent examination	-	-	-	-	-	-
Preparation of annual accounts	-	-	-	-	-	-
Legal costs	-	-	-	-	-	-
Other	-	-	-	-	-	-
	-	-	-	-	-	-
<b>A3 Sub total</b>	<b>8,511</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,511</b>	<b>10,969</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>8,511</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,511</b>	<b>10,969</b>
<b>Net receipts / (payments)</b>	<b>1,596</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,596</b>	<b>(410)</b>
<b>A5 Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>1,596</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,596</b>	<b>(410)</b>

## Section B Statement of balances

Categories	Details	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 £
B1 Cash funds	Cash and bank balances at start of year	5,733				5,733	6,144
	Surplus / (deficit) shown on receipts and payments account	1,596				1,596	(411)
						-	
						-	
	Cash and bank balances at end of year	7,329	-	-	-	7,329	5,733
	(Agree balances with receipts and payments account(s))						1

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

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

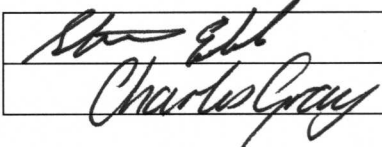
Categories	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

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

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

Signature

Print Name

Date of  
approval


STEVEN GIBB  
CHARLES GRAY

27/1/13  
27/1/13









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**Additional analysis (2)****5 Breakdown of unrestricted funds**

	Unrestricted fund 1 - enter name of fund below <b>General Fund</b>	Unrestricted fund 2 - enter name of fund below <b>Hall Fund</b>	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	<b>Total unrestricted funds</b>	<b>Total unrestricted funds last period</b>
<b>Receipts</b>						
Donations	180	500			680	171
Legacies	-	-			-	-
Grants	-	-			-	100
Receipts from fundraising activities	6,237	-			6,237	10,287
Gross trading receipts	3,150	-			3,150	-
buildings	-	-			-	1
Rents from land & buildings	-	-			-	-
Gross receipts from other charitable activities	40	-			40	-
<b>Sub total</b>	<b>9,607</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>10,107</b>	<b>10,559</b>
<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>-</b>	<b>-</b>
<b>Total receipts</b>	<b>9,607</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>10,107</b>	<b>10,559</b>
<b>Payments</b>						
Expenses for fundraising activities	2,979	-			2,979	3,747
Gross trading payments	-	-			-	-
Investment management costs	-	-			-	-
Payments relating directly to charitable activities	5,482	50			5,532	7,222
Grants and donations	-	-			-	-
Governance costs:	-	-			-	-
Audit / independent examination	-	-			-	-
Preparation of annual accounts	-	-			-	-
Legal costs	-	-			-	-
<b>Sub total</b>	<b>8,461</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>8,511</b>	<b>10,969</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>-</b>	<b>-</b>
<b>Total payments</b>	<b>8,461</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>8,511</b>	<b>10,969</b>
<b>Net receipts / (payments)</b>	<b>1,146</b>	<b>450</b>	<b>-</b>	<b>-</b>	<b>1,596</b>	<b>(410)</b>
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>1,146</b>	<b>450</b>	<b>-</b>	<b>-</b>	<b>1,596</b>	<b>(410)</b>

**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

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**Additional analysis (3)****6 Breakdown of restricted funds**

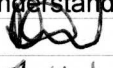
	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations	-	-	-	-	-	-
Legacies	-	-	-	-	-	-
Grants	-	-	-	-	-	-
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>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>Payments</b>						
Expenses for fundraising activities	-	-	-	-	-	-
Gross trading payments	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-
Payments relating directly to charitable activities	-	-	-	-	-	-
Grants and donations	-	-	-	-	-	-
Governance costs:	-	-	-	-	-	-
Audit / independent examination	-	-	-	-	-	-
Preparation of annual accounts	-	-	-	-	-	-
Legal costs	-	-	-	-	-	-
<b>Sub total</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>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>	-	-	-	-	-	-
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

**Nature and purpose of funds**

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# OSCr

Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts							v2
Report to the trustees/members of	Charity name	INNERLEITHEN PIPE BAND							
Registered charity number	SC032804								
On the accounts of the charity for the period	Period start date				Period end date				
	Day	Month	Year		Day	Month	Year		
	01	01	2012	to	31	12	2012		
Set out on pages	5-10						(remember to include the page numbers of additional sheets)		
Respective responsibilities of trustees and examiner	<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>								
Basis of independent examiner's statement	<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>								
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</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>								
Signed:					Date:	27/1/13			
Name:	John Connors								
Relevant professional qualification(s) or body (if any):	BANK MANAGER (LLOYDS TSB SCOTLAND PLC)								
Address:	31 GEORGE STREET INNERLEITHEN EH44 6LJ								

## 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