

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	01	2013		31	12	2013

Reference and administration details

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

INNERLEITEHN 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)	Signature (if any)	Name of person (or body) entitled to appoint trustee (if any)
1	STEVEN GIBB	CHAIRMAN		
2	CHARLES GRAY	SECRETARY		
3	LINDA RIDLEY	TREASURER		
4	BRUCE GILLIE	PIPE MAJOR		
5	ROSS MCLAREN	LEADING DRUMMER		
6	JIM DOHERTY			
7	BETHANY THOMSON			
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

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 20 engagements over the year.

The band managed to participate in one pipe band competition during 2013, the local contest at Innerleithen. This was an encouraging step towards re-establishing more regular appearances on the pipe band competition circuit.

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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 2013.
- The band continued to develop its playing repertoire for the enjoyment of playing members and listening public.
- The band appeared at one pipe band competition during the year, at Innerleithen.

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 31/12/13 the band held general reserves of £3931. 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 31/12/13 the fund held £3019. 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

A deficit of £356 was incurred in 2013.

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 approximately £1000 pa to the band.

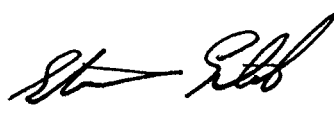

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Other optional information

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	26/1/14	26/1/14

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2013		31	12	2013

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 £
A1 Receipts						
Donations	325	-	-	-	325	680
Legacies	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Receipts from fundraising activities	5,638	-	-	-	5,638	6,237
Gross trading receipts	975	-	-	-	975	3,150
Income from investments other than land and buildings	-	-	-	-	-	-
Rents from land & buildings	-	-	-	-	-	-
Gross receipts from other charitable activities	544	-	-	-	544	40
	-	-	-	-	-	-
A1 Sub total	7,482	-	-	-	7,482	10,107
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-	-	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	7,482	-	-	-	7,482	10,107
A3 Payments						
Expenses for fundraising activities	1,177	-	-	-	1,177	2,979
Gross trading payments	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-
Payments relating directly to charitable activities	6,661	-	-	-	6,661	5,532
Grants and donations	-	-	-	-	-	-
Governance costs:	-	-	-	-	-	-
Audit / independent examination	-	-	-	-	-	-
Preparation of annual accounts	-	-	-	-	-	-
Legal costs	-	-	-	-	-	-
Other	-	-	-	-	-	-
	-	-	-	-	-	-
A3 Sub total	7,838	-	-	-	7,838	8,511
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	-	-	-	-	-	-
Purchase of investments	-	-	-	-	-	-
A4 Sub total	-	-	-	-	-	-
Total payments	7,838	-	-	-	7,838	8,511
Net receipts / (payments)	(356)	-	-	-	(356)	1,596
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	(356)	-	-	-	(356)	1,596

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	7,306				7,306	5,733
	Surplus / (deficit) shown on receipts and payments account	(356)				(356)	1,596
						-	
						-	
	Cash and bank balances at end of year	6,950	-	-	-	6,950	7,329
	(Agree balances with receipts and payments account(s))						

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

Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets	General Fund			
	General Fund			
	Designated Fund			
	Total	-	-	-

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

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

St- Gibb
Charles Gray

STEVEN GIBB
CHARLES GRAY

26/1/14
26/1/18

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

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	

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)

x

Authority under which paid

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

X

Number of trustees

Nature of relationship

Nature of Relationship	
\$	

Nature of transaction

Nature of transaction	

Transaction
amount (£)

**Balance
outstanding at
period end (£)**

	period end (Z)

C6 Other information

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 - anonymous	5				5	55
Donations - Anonymous (Band Hall)	220				220	500
Donations - Peebles Community Council	-				-	25
Donations - Royal Celtic Society	100				100	100
Total	325	-	-	-	325	680

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
Total	-	-	-	-

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 £
Payment for supply of drum sticks & practice pads	109				109	40
Online fundraising	35				35	-
Sale of uniform	400				400	-
					-	-
					-	-
					-	-
Total	544	-	-	-	544	40

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 £
Subscriptions & Admin	396				396	248
Competition entry fees	41				41	36
Instruments	1,696				1,696	1,773
Heat and Light	128				128	792
Rates	537				537	-
Uniforms	434				434	1,052
Other Payments	1,779				1,779	705
Band Hall	250				250	926
Drum Tutor	1,400				1,400	-
Total	6,661	-	-	-	6,661	5,532

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

	Unrestricted fund 1 - enter name of fund below General Fund	Unrestricted fund 2 - enter name of fund below Hall Fund	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	105	220			325	680
Legacies	-	-			-	-
Grants	-	-			-	-
Receipts from fundraising activities	5,638	-			5,638	6,237
Gross trading receipts	975	-			975	3,150
buildings	-	-			-	-
Rents from land & buildings	-	-			-	-
Gross receipts from other charitable activities	544	-			544	40
Sub total	7,262	220	-	-	7,482	10,107
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	7,262	220	-	-	7,482	10,107
Payments						
Expenses for fundraising activities	1,177				1,177	2,979
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	6,611	50			6,661	5,532
Grants and donations	-				-	-
Governance costs:	-				-	-
Audit / independent examination	-				-	-
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Sub total	7,788	50	-	-	7,838	8,511
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	7,788	50	-	-	7,838	8,511
Net receipts / (payments)	(526)	170	-	-	(356)	1,596
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(526)	170	-	-	(356)	1,596

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.

Additional analysis (3)

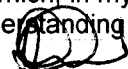
6 Breakdown of restricted funds

	Restricted funds from the public trusteeship	Restricted funds from the public trusteeship	Restricted funds from the public trusteeship	Restricted funds from the public trusteeship	Total restricted funds	Total restricted funds last period
Receipts						
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	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-	-	-	-	-	-
Proceeds from sale of investments	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
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	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets	-	-	-	-	-	-
Purchase of investments	-	-	-	-	-	-
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds	-	-	-	-	-	-
Surplus / (deficit) for year	-	-	-	-	-	-
Nature and purpose of funds						

APPENDIX 3

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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	2013	to	31	12	2013		
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"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 								
Signed:					Date: 2011/2014				
Name:	JOHN CONNOR								
Relevant professional qualification(s) or body (if any):	TSB BANK PLC								
Address:	78 HIGH STREET PEEBLES EH45 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