

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	01	2018		31	12	2018

Reference and administration details

Charity name	INNERLEITHEN PIPE BAND
Other names charity is known by	TWEEDVALE PIPE BAND
Registered charity number	SC032804
Charity's principal address	14 CROOKSTON PLACE PEEBLES SCOTTISH BORDERS
	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	BRUCE GILLE	PIPE MAJOR		
5	ROSS MCLAREN	LEADING DRUMMER		
6	ROSEMARY GILLIE			
7	LYNSEY CONNOR			
8	RHIANN HAMILTON			
9	JIM DOHERTY			
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 a 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 27 engagements over the year.

The Band managed to participate in six local pipe band competition during 2018, and three major Pipe Band Championships.

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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.
- The Band won the Grade 4A European Pipe Band Championships, an excellent achievement.
- The Band placed third at the Grade 4A World Pipe Band Championships, an excellent achievement.
- The Band placed sixth in Grade 4A at both the British and Scottish Pipe Band Championships.
- The Band appeared at six pipe band competitions during the year, at Sanquhar, Dunbar, Bathgate, North Berwick, Peebles and Innerleithen. Prizes were picked up by the Band at all the local outdoor competitions, with first places being achieved at North Berwick, Peebles and Innerleithen.
- The Band continued to develop its playing repertoire for the enjoyment of playing members and listening public.
- The Band managed to equip itself with a new set of drums.
- The Band purchased a bale of Cleikum tartan material, enough to provide the Band with 32 kilts.
- The Band made major progress with the refurbishment of its Band Hall – the project is almost complete, with all of the major building work finished.

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 31/12/2018 the band held general reserves of £2472.19. 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 refurbishing the Band Hall, sited in Hall Street Innerleithen. As at 31/12/2018 the fund held £1001.62. Major internal work was undertaken during the year to complete the refurbishment project, with some minor details remaining outstanding and some equipment replenishment to be undertaken.

Details of any deficit

There was a minor deficit of £217.71 for the year 2018.

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)	CHARLES GRAY	STEVEN GIBB
Position (e.g. Chair)	SECRETARY	CHAIRMAN
Date	31/1/19	31/1/19

Receipts and payments accounts						
For the period from				to		
	01	January	2018		31	December

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	2,958	9,169			12,127	6,769
Legacies	-				-	-
Grants		46,800			46,800	2,000
Receipts from fundraising activities	10,289				10,289	9,979
Gross trading receipts	1,270				1,270	3,475
Income from investments other than land and buildings	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	555				555	2,255
					-	
A1 Sub total	15,072	55,969	-	-	71,041	24,478
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	15,072	55,969	-	-	71,041	24,478
A3 Payments						
Expenses for fundraising activities	401	-			401	768
Gross trading payments	-	-			-	-
Investment management costs	-	-			-	-
Payments relating directly to charitable activities	22,295	48,563			70,858	13,458
Grants and donations	-	-			-	
Governance costs:						
Audit / independent examination	-	-			-	
Preparation of annual accounts	-	-			-	
Legal costs	-	-			-	
Other	-	-			-	
					-	
A3 Sub total	22,696	48,563	-	-	71,259	14,226
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	22,696	48,563	-	-	71,259	14,226
Net receipts / (payments)	(7,624)	7,406	-	-	(218)	10,252
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(7,624)	7,406	-	-	(218)	10,252

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 £
B1 Cash funds	Cash and bank balances at start of year	13,679	-			13,679	3,427
	Surplus / (deficit) shown on receipts and payments account	(218)	-			(218)	10,252
						-	
	Cash and bank balances at end of year	13,461	-	-	-	13,461	13,679

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

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

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets	Set of Drums	General Fund	8,380	8,380	
	Uniforms	General Fund			
	Band Hall	Designated Fund			
	Set of Pipe Chanters	General Fund	2,887	2,887	
			Total	11,267	11,267

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

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	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	31/1/19
	CHARLES GRAY	31/1/19

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 purposes of refurbishing the Band's hall.

C2 Grants

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

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) X

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) X

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

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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 - Yorkshire Burns Supper	400				400	
Donations - Bridge Inn	704				704	
Donations - Portmore Charitable Trust		5,000			5,000	
Donations - Co-op Local Community Fund		3,869			3,869	
Donations - Jimmy Cockburn		300			300	
Donations - R G Pochin	230				230	
Donations - Eric Scott	250				250	
Donations - anonymous (pipe chanters)					-	1,400
Donations - charity tins	111				111	
Donations - anonymous					-	939
Donations - subscriptions	250				250	280
Donations - Contributions to Buses	913				913	100
Donations - SRPS (drums)					-	1,000
Donations - WM Mann Foundation					-	500
Donations - Gordon Fraser Charitable Trust					-	1,650
Donations - Mercer Court Residents Fund					-	100
Donations - Royal Celtic Society	100				100	100
Donations - Harrison (drums)					-	700
Total	2,958	9,189	-	-	12,127	6,789

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Hayward Sanderson Trust		-	-	2,000
The Robertson Trust		6,000	6,000	
The Weir Foundation		16,800	16,800	
Scottish Borders Council		5,000	5,000	
BCCF		17,000	17,000	
			-	
Total	-	46,800	46,800	2,000

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 £
Sale of Uniform	555				555	1,038
Competition Prize winnings	2,960				2,960	725
Competition Bus Fares					-	492
					-	
					-	
					-	
Total	3,515	-	-	-	3,515	2,255

reference error

reference error

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 and Administration	1,172				1,172	784
Competition Entry Fees	581				581	294
Instruments	10,990				10,990	3,351
Heat Light Water	1,305				1,305	1,092
Uniforms	3,063	1,650			4,713	1,218
Other Payments	529				529	2,044
Band Hall	240				240	240
Drum Tutor	1,350				1,350	2,000
Bus Hire	3,065				3,065	2,265
Band Hall Refurbishment Work		46,913			46,913	140
					-	
Total	22,295	48,563	-	-	70,858	13,459

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	2,958				2,958	1,519
Legacies	-				-	-
Grants	-				-	-
Receipts from fundraising activities	10,289				10,289	9,979
Gross trading receipts	1,270				1,270	3,475
buildings	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	555				555	2,255
Sub total	15,072	-	-	-	15,072	17,228
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	15,072	-	-	-	15,072	17,228
Payments						
Expenses for fundraising activities	401				401	768
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	22,295				22,295	12,058
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	22,696	-	-	-	22,696	12,826
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	22,696	-	-	-	22,696	12,826
Net receipts / (payments)	(7,624)	-	-	-	(7,624)	4,402
Transfers to / (from) funds						
Surplus / (deficit) for year	(7,624)	-	-	-	(7,624)	4,402

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 refurbishing the Band's hall.

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Additional analysis (3)

6 Breakdown of restricted funds

	Chanter Fund	Drum Fund	Uniform Fund	Hall Fund	Total restricted funds	Total restricted funds last period
Receipts						
Donations		3,869	5,000	300	9,169	5,250
Legacies					-	-
Grants				46,800	46,800	2,000
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	-	3,869	5,000	47,100	55,969	7,250
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	-	3,869	5,000	47,100	55,969	7,250
Payments						
Expenses for fundraising activities					-	-
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities			1,650	46,913	48,563	-
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
Sub total	-	-	1,650	46,913	48,563	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	-	-	1,650	46,913	48,563	-
Net receipts / (payments)	-	3,869	3,350	187	7,406	7,250
Transfers to / (from) funds						
					-	-
Surplus / (deficit) for year	-	3,869	3,350	187	7,406	7,250

Nature and purpose of funds

The Chanter fund is a restricted fund for the purpose of purchasing the Band a new set of pipe chanters. This was achieved in 2017.

The Drum fund is a restricted fund for the purpose of purchasing the Band a new set of drums/funding drum tuition and supplies. The purchase of a new set of drums was achieved during 2018.

The Uniform fund is a restricted fund for the purpose of purchasing for the Band new items of uniform. The Band purchased a bale of Cleikum tartan cloth from this fund during 2018. The balance of this purchase was made up from unrestricted funds.

The Hall fund is usually a designated unrestricted fund for the purpose of refurbishing the Band's hall. During 2018 it became a restricted fund due to the number of grants obtained specifically for the purpose of refurbishing the Hall. The refurbishment of the Hall was achieved during 2018.

APPENDIX 3



Independent examiner's report on the accounts v2						
INNERLEITHEN PIPE BAND						
Report to the trustees/members of						
Registered charity number SC032804						
On the accounts of the charity for the period						
Period start date			to	Period end date		
Day 01	Month 01	Year 2018		Day 31	Month 12	Year 2018
Set out on pages 5-10				(remember to include the page numbers of additional sheets)		

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) 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.

Basis of independent examiner's statement

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.

Independent examiner's statement

In the course of my examination, no matter has come to my attention [~~other than that disclosed on the attached page*~~]

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 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts 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.

Signed:

P. S. Colling

Date:

13/8/19

Name:

PETER COLLINGS

Relevant professional qualification(s) or body (if any):

FCCA

Address:

*73 Lasswade Road
Edinburgh
EH16 6SZ*

*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