

**APPENDIX 1**



Trustees' Annual Report for the period							
Period start date				Period end date			
From	Day	Month	Year	To	Day	Month	Year
	01	01	2019		31	12	2019

Office of the Scottish Charity Regulator

**Reference and administration details**

<b>Charity name</b>	INNERLEITHEN PIPE BAND
<b>Other names charity is known by</b>	TWEEDVALE PIPE BAND
<b>Registered charity number</b>	SC32804
<b>Charity's principal address</b>	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 GILLIE	PIPE MAJOR		
5	CRAIG RENDLE	LEADING DRUMMER	July-December 2019	
6	LYNSEY CONNOR			
7	RHIANN HAMILTON			
8	JIM DOHERTY			
9	RONNIE LAIDLAW			
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
ROSS MCLAREN	January-June 2019

## 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:

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

- 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
  - The Band held regular twice weekly practices throughout the year.
  - The Band has been providing tuition to several learners at various stages of development on chanter, bagpipe, stick & pad and drums.
  - The Band played at 29 engagements over the year.
  - The Band managed to participate in four local pipe band competition during 2019, 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 (RSPBA).
- The Band continued to develop its playing personnel by providing tuition in the arts of bagpiping and drumming at twice weekly practices.
- The Band was upgraded by the RSPBA to Grade 3B, a higher level of ability, for the 2019 contest season.
- The Band played in three of the five major pipe band championships held in 2019 at its new Grade 3B level.
- The Band appeared at four pipe band competitions during the year, at Dunbar, North Berwick, Peebles and Innerleithen. Prizes were picked up by the Band at Peebles and Innerleithen.
- The Band continued to develop its playing repertoire for the enjoyment of playing members and listening public.
- The Band continued to enjoy success in obtaining grants to fund its ongoing work.
- The Band made good use of its refurbished Band Hall – weekly practices were held in the hall, and the hall was hired out to other organisations thus generating income. The hall was equipped with new tables and chairs.

### 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 31/12/2019 the band held general reserves of £7617.86. 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 31/12/2019 the fund held £3048.55. Some equipment replenishment was undertaken in 2019.

#### Details of any deficit

There was no deficit in 2019.

#### 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	26/1/2020	26/1/2020

## 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	01	2019		31	12	2019

## 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 £
<b>A1 Receipts</b>						
Donations	1,705	6,389			8,094	12,127
Legacies					-	
Grants					-	46,800
Receipts from fundraising activities	8,342				8,342	10,289
Gross trading receipts	1,639				1,639	1,270
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	530				530	555
					-	
<b>A1 Sub total</b>	<b>12,216</b>	<b>6,389</b>	<b>-</b>	<b>-</b>	<b>18,605</b>	<b>71,041</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>12,216</b>	<b>6,389</b>	<b>-</b>	<b>-</b>	<b>18,605</b>	<b>71,041</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	1,592				1,592	401
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	11,749	3,106			14,855	70,858
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
<b>A3 Sub total</b>	<b>13,341</b>	<b>3,106</b>	<b>-</b>	<b>-</b>	<b>16,447</b>	<b>71,259</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>13,341</b>	<b>3,106</b>	<b>-</b>	<b>-</b>	<b>16,447</b>	<b>71,259</b>
<b>Net receipts / (payments)</b>	<b>(1,125)</b>	<b>3,283</b>	<b>-</b>	<b>-</b>	<b>2,158</b>	<b>(218)</b>
<b>A5 Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>(1,125)</b>	<b>3,283</b>	<b>-</b>	<b>-</b>	<b>2,158</b>	<b>(218)</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	5,413	8,048			13,461	13,679
	Surplus / (deficit) shown on receipts and payments account	(1,125)	3,283			2,158	(218)
						-	
	<b>Cash and bank balances at end of year</b>	<b>4,288</b>	<b>11,331</b>	<b>-</b>	<b>-</b>	<b>15,619</b>	<b>13,461</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	8,380	8,380	8,380
	Uniforms	General Fund			
	Band Hall	Designated Fund			
	Set of Pipe Chanters	General Fund	2,887	2,887	2,887
		<b>Total</b>	<b>11,267</b>	<b>11,267</b>	<b>11,267</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	26/1/20
	STEVEN GIOS	26/1/20

**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	£
<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)	X
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**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
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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

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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
Donations - Bridge Inn					-	704
Donations - Portmore Charitable Trust					-	5000
Donations - Co-op Local Community Fund		3389			3,389	3889
Donations - Jimmy Cockburn					-	300
Donations - RG Pochin					-	230
Donations - Eric Scott					-	250
Donations - Charity Tins	146				146	111
Donations - Subscriptions	360				360	250
Donations - Contributions to Buses	732				732	913
Donations - SRPS (Uniforms)		1000			1,000	
Donations - Royal Celtic Society	100				100	100
Donations - Cruden Foundation		1,000			1,000	
Donations - Hugh Fraser Foundation		1,000			1,000	
Donations - Tom Amott & Margot Watkins	50				50	
Donations - Mrs Campbell	100				100	
Donations - IWT Rotary	100				100	
Donations - Band BBQ	86				86	
Donations - Anonymous	31				31	
<b>Total</b>	<b>1,705</b>	<b>6,389</b>	-	-	<b>8,094</b>	<b>12,127</b>

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
The Robertson Trust			-	6,000
The Weir Foundation			-	18,800
Scottish Borders Council			-	5,000
BCCF			-	17,000
<b>Total</b>	-	-	-	<b>46,800</b>

## 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	100				100	555
Competition Prize Winnings	430				430	2,960
					-	
					-	
					-	
					-	
<b>Total</b>	<b>530</b>	-	-	-	<b>530</b>	<b>3,515</b>

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	1,095				1,095	1,172
Competition Entry Fees	345				345	581
Instruments	2,167	3,106			5,273	10,990
Heat Light Water	1,748				1,748	1,305
Uniforms	400				400	4,713
Other Payments	1,651				1,651	529
Band Hall	240				240	240
Drum Tutor	270				270	1,350
Bus Hire	2,385				2,385	3,065
Band Hall Refurbishment Work					-	46,913
Band Hall Equipment	1,450				1,450	
<b>Total</b>	<b>11,749</b>	<b>3,106</b>	-	-	<b>14,855</b>	<b>70,858</b>



## 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	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	1,505	200			1,705	2,958
Legacies					-	
Grants					-	
Receipts from fundraising activities	8,342				8,342	10,289
Gross trading receipts	1,435	204			1,639	1,270
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	530				530	555
<b>Sub total</b>	<b>11,812</b>	<b>404</b>	<b>-</b>	<b>-</b>	<b>12,216</b>	<b>15,072</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>11,812</b>	<b>404</b>	<b>-</b>	<b>-</b>	<b>12,216</b>	<b>15,072</b>
<b>Payments</b>						
Expenses for fundraising activities	1,592				1,592	401
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	10,091	1,658			11,749	22,295
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	<b>11,683</b>	<b>1,658</b>	<b>-</b>	<b>-</b>	<b>13,341</b>	<b>22,696</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>11,683</b>	<b>1,658</b>	<b>-</b>	<b>-</b>	<b>13,341</b>	<b>22,696</b>
<b>Net receipts / (payments)</b>	<b>129</b>	<b>(1,254)</b>	<b>-</b>	<b>-</b>	<b>(1,125)</b>	<b>(7,624)</b>
<b>Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>129</b>	<b>(1,254)</b>	<b>-</b>	<b>-</b>	<b>(1,125)</b>	<b>(7,624)</b>
<b>Nature and purpose of funds</b>						
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.						

## INNERLEITHEN PIPE BAND

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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
<b>Receipts</b>						
Donations		88	3,000	3,301	6,389	9,196
Legacies					-	
Grants					-	46,800
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>	-	88	3,000	3,301	6,389	55,996
<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>	-	88	3,000	3,301	6,389	55,996
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities		3,106			3,106	48,563
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	-	3,106	-	-	3,106	48,563
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	3,106	-	-	3,106	48,563
<b>Net receipts / (payments)</b>	-	(3,018)	3,000	3,301	3,283	7,433
<b>Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	-	(3,018)	3,000	3,301	3,283	7,433

**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. Teaching supplies and tuition was purchased in 2019 from funds received in 2018.

The Uniform fund is a restricted fund for the purpose of purchasing for the Band new items of uniform. No purchases from restricted uniform funds were made in 2019 and the funds remain available for use.

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. Further funds have been obtained during 2019 for further refurbishment/re-equipping of the hall. These funds remain available for use.

**APPENDIX 3**



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	2019		31	12	2019
<b>Set out on pages</b>	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\*]

- 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
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:** Sarah Lindsay **Date:** 04/02/2020  
**Name:** SARAH LINDSAY

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

**Address:** 5 HORSBURGH STREET  
 INNERLEITHEN  
 EH144 6LF

\*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