

# CASTLE LOCH LOCHMABEN COMMUNITY TRUST

SCOTTISH CHARITABLE INCORPORATED ORGANISATION NUMBER SC044045

## THIRD ANNUAL REPORT AND ACCOUNTS FOR YEAR TO 31 MAY 2016

### CONTENTS

Administrative information	Part 1
Trustees Annual Report	Part 2
Independent Examiner's report	Part 3
Receipts & Payments Account	Part 4
Statement of Balances	Part 5
Notes to the Accounts	Part 6

### Part 1 – Administrative Information.

**Charity Name & Address** Castle Loch Lochmaben Community Trust, c/o Reeds, Castle Loch, Lochmaben Lockerbie DG11 1 NN

**Website** [www.castleloch.org.uk](http://www.castleloch.org.uk)

**Facebook** [www.facebook.com/castlelochlochmaben](http://www.facebook.com/castlelochlochmaben)

<b>Charity trustees</b>	David Rose Chairman	James Coles Vice-Chairman
	Freda Seddon Minute Secretary	Neill Smith Treasurer
	Howard Baisden	Tony Hancock
	John Hugo	Hazel McNinch
	Ian Stewart	Jack Wade

**Project Officer** Darren Flint

**Bankers** Bank of Scotland, The Direct Business, PO Box 1000, BX2 1LB

**Solicitor** Alan Robertson, Messrs Harper Robertson & Shannon, 100 High Street, Annan DG12 6DW.

**Independent Examiner** Robert Murray, Cruachan, Hillbank Road, Lochmaben DG11 1RR

### Part 2 – Trustees' Annual report

**Structure Government and Management.** The Trust is a Scottish Charitable Incorporated Organisation governed by a Constitution dated 25 June 2013. Membership of the Trust is open to any individual aged 16 or over who is resident in the area covered by the Community Councils of Royal Burgh of Lochmaben & District, Templand & District and Royal Four Towns. There are currently 301 members. A minimum of 3 and a maximum of 10 Board Members/Charity Trustees are elected at each AGM. All of the Trustees must retire at each AGM but are eligible for re-election. Since 24 February 2014 a part time Project Manager, Darren Flint, has been in post.

**Objectives and Activities.** The Trust's purposes as laid out in the Constitution are:

- To advance environmental protection and improvement and
- To advance citizenship or community development through community ownership and management of Castle Loch, Lochmaben.

In pursuance of these objectives a dedicated team of volunteers has been established who regularly carry out a range of tasks around the Loch. Children's and youth groups have been encouraged to utilise the facilities and

appreciate the importance of caring for this important environment. A large and growing number of members of the community of all ages access the path round the Loch and this inspired more people to become engaged in the management and protection of the area.

#### ***Achievements and Performance.***

**Volunteering:** The network of committed volunteers remains the bedrock of what the Trust achieves at Castle Loch, with over 568 volunteer hours donated (with a value of over £4915). Work undertaken by the twice monthly work parties included the building of a new bird hide, creation of new sections of footpath, improved path access by replacing bridge steps with ramps and removing kissing gates, clearing old fencing, putting in new signage and fingerposts, filling potholes and litter picking. During May 2016 the volunteers spent the month refurbishing Lochfield Cottage creating a 'pop-up' visitor centre in readiness to welcome visitors during the 2016 summer season. The Project Officer led training for 8 volunteers to run the centre.

**Loch Users and Facilities:** The loch continues to have a wide range of users of all ages and interests, including sailing, fishing, wildlife enthusiasts, walkers, and joggers. Walking is extremely popular as the route is accessible, flat and safe and there is an average of 1300 people undertaking the full 3-mile loch circuit each month (people counter data). This is a conservative count on the total walkers using the site for shorter or linear walks because of numerous entry and exit points. Walkers come from both the local communities of Lochmaben, Templand and the Royal Four Towns, and tourist visitors either staying in the area or passing through.

Lochfield Cottage continued to be predominately used as a base for the Project Officer and volunteer activities. The Trust started the feasibility process looking at future use and structural requirements, carrying out a public consultation. Work continues with the engagement of architects and surveyors.

A very wet winter meant much of the footpath network was flooded and impassable between December – February and Lochfield Cottage was inundated with flood waters following Storm Desmond in early December 2015.

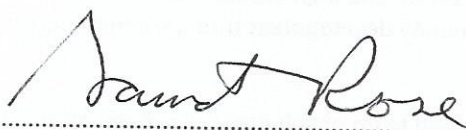
**Community Engagement:** The Trust undertakes regular activities with a range of local groups and educational facilities, both on site and remotely. This includes running environmental activities at the Forest School and Kindergarten School areas in the woods surrounding the loch for children at Jaybees Nursery and Lochmaben Primary and Nursery. Lochmaben 1st Girl Guides undertook their environmental badge during weekly site visits and three Duke of Edinburgh Award teenagers from Lockerbie Academy have joined the regular volunteer party. Talks are frequently given to local and visiting adult groups such as Probus, wildlife/walking clubs and the Scotia agricultural group.

**Events:** The Trust runs a broad program of events throughout the summer, autumn and spring months offering something to adults and children/families, including sponsored walks, Day of the Region, wildlife walks, and painting competition.

**Marketing & Promotion:** One of the highlights of the year was the Trust winning the prestigious RSPB Nature of Scotland best Community Initiative award. There was also national coverage on BBC Radio Scotland's 'Out of Doors' program and regular features in the local press.

**Habitat Management:** The Habitat Management plan continued to be reviewed and developed, informing many of the volunteer tasks. Invasive/unwanted plants such as Himalayan balsam, American skunk cabbage, and rhododendron were cleared from various points around the site. Local botanists surveyed the grassland and woodlands recording some 120+ flora species. Links were also developed with the bryophytes (mosses & liverworts) expert from the Edinburgh Botanic Garden and over 80 species were found across the site. The British Dragonfly Society surveys the Vallison Burn area as the site is an important Scottish dragonfly site, where both the variable and azure damselfly are unusually found. The general wildlife and in particular bird populations are well monitored throughout the year and an annual report is produced by Andy Riches. The Trust are keeping a close eye on willow tit data as 2015 data showed adult populations as stable but with fewer fledgling sightings.

Signed on behalf of the Board.....



David Rose Chairman 25 October 2016



**Part 3 - Independent Examiner's Report to the Trustees of  
Castle Loch Lochmaben Community Trust**

I report on the accounts of the charity for the year to 31<sup>st</sup> May 2016 as set out on pages 4 to 5.

**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) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 as amended. 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 report.**

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 view given by the accounts.

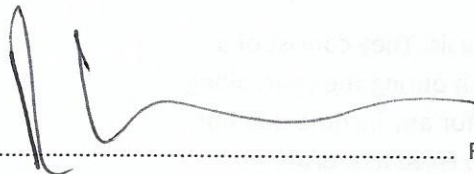
**Independent examiner's statement.**

In the course of my examination, no matter has come to my attention:

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.

  
..... Robert Murray.

10 January 2017.

Address of Independent Examiner : Cruachan, Hillbank Road, Lochmaben, Lockerbie DG11 1RR .

#### Part 4 - Receipts & Payments Account

	Notes	Unrestrict- ed Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
<b><u>Receipts</u></b>					
Donations		3,267	500	3,767	2,810
Grants	5	1,500	31,340	32,840	53,620
Fundraising		1,675	0	1,675	579
Fishing permits		1,215	0	1,215	2,220
Canoeing		0	0	0	1,400
Sale of merchandise		0	0	0	221
Gift Aid Tax		1,091	0	1,091	298
Sundry income		0	0	0	169
<i>Total receipts</i>		<u>8,748</u>	<u>31,840</u>	<u>40,588</u>	<u>61,317</u>
<b><u>Payments</u></b>					
Purchase of merchandise		0	0	0	559
Charitable activities	6	18,914	18,827	37,741	55,839
<i>Total payments</i>		<u>18,914</u>	<u>18,827</u>	<u>37,741</u>	<u>56,398</u>
<b>Surplus/deficit (-) for the year</b>		-10,166	13,013	2,847	4,919

#### Part 5 - Statement of balances as at 31 May 2016.

	Unrestrict- ed Fund £	Restricted Fund £	Total 2016 £	Total 2015 £
Bank balance at start of year	28,007	4,014	32,021	27,102
Surplus/deficit (-) for year	-10,166	13,013	2,847	4,919
Total funds at end of year	17,841	17,027	34,868	32,021

#### Part 6 - Notes to the Accounts

##### 1. Accounting Policies

The accounts have been prepared on a receipts and payments basis. They consist of a summary of all monies received and paid via the bank and in cash during the year, along with a statement of balances. No adjustments have been made for any income due but not yet received, nor for any expenses incurred but not yet paid. Fixed assets are not capitalised.

##### 2. Funds

Unrestricted funds are available for use at the Board's discretion in furtherance of the Trust's objectives. Restricted funds are those given for specific purposes.

### 3. Contingent Liability

Some grant funders may demand repayment of their grant in the event that it is likely that the Trust may have to stop operating, if the grant conditions are not met or in certain other defined circumstances.

### 4. Trustee Remuneration, benefits and expenses.

No Trustee received remuneration or reimbursement of expenses other than reimbursement of purchases made on behalf of the Trust.

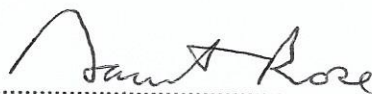
### 5. Grants received during the financial year.

	Unrestrict- ed Fund	Restricted Fund	Total 2016	Total 2015
	£	£	£	£
Magnox	0	3,340	3,340	0
Volunteering Matters	0	500	500	0
Annandale & Nithsdale Community				0
Benefit Company	0	15,000	15,000	0
D&GC - Flood assistance	1,500	0	1,500	0
SSE Clyde Community Fund	0	5,000	5,000	0
The Robertson Trust	0	5,000	5,000	0
George Hunter Trust	0	2,500	2,500	0
Others	0	0	0	53,620
	1,500	31,340	32,840	53,620

### 6. Expenditure on Charitable Activities

	Unrestrict- ed Fund	Restricted Fund	Total 2016	Total 2015
	£	£	£	£
Employee costs	11,630	8,307	19,937	17,867
Lochfield Cottage costs	1,183	0	1,183	701
Footpath at Beauly	0	9,431	9,431	0
Insurances	1,278	0	1,278	1,227
Construction & maintenance of paths etc	1,136	600	1,736	33,506
Bird Hide	0	489	489	730
Castle Mains Footpath Diversion	165	0	165	0
Cottage feasibility study, plans etc	1,456	0	1,456	0
Tools & equipment	415	0	415	0
Other costs	1,651	0	1,651	1,808
	18,914	18,827	37,741	55,839

Signed on behalf of the Board.....



David Rose Chairman 25 October 2016