

AUCHTERARDER ADULT EDUCATION ASSOCIATION

**A CHARITY REGISTERED IN SCOTLAND
CHARITY NUMBER SC020304**

**TRUSTEES ANNUAL REPORT & ACCOUNTS
For the Year Ended 31 July 2017**

REFERENCE and ADMINISTRATIVE INFORMATION

Charity Name: Auchterarder Adult Education Association

Charity Registration No: SC020304

Contact Address: c/o 3 Greenhaugh Way
Braco
Dunblane
FK15 9PT

Trustees Moira Corbyn
Robert Farmer
Lynn M Gourlay
Anyta Lodge – Until 2 July 2017
Douglas Matthews
Vonda McIntosh
Janie Mitchell
Ian Nichols
Roy L Spiers
Jennifer Wivell – From 3 July 2017

Principal Office-bearers

Chair: Douglas Matthews
Secretary: Lynn M Gourlay
Treasurer: Roy L Spiers

Independent Examiner

Stuart Brannen
12 Commanders Grove
Braco
Dunblane
FK15 9PL

Bankers

Bank of Scotland
Auchterarder (800537) Branch
PO Box 1000
BX2 1LB

STRUCTURE GOVERNANCE and MANAGEMENT

CONSTITUTION

The Charity is an unincorporated association governed by a constitution last amended on the 19 November 2014

APPOINTMENT of TRUSTEES

The members of the Management Committee are the Trustees of the charity.

Membership of the Committee is open to all current members of the Association.

The Committee consists of a minimum of four and a maximum of eighteen members and are elected at the Annual General Meeting of the Association. One third of the Committee shall retire each year by rotation but are eligible for re-election.

The Committee at its first meeting each year elects one of its members as Chairperson who may continue in office for three years or until a successor is elected

The Committee at its first meeting each year elects one member as Secretary and one as Treasurer both of whom who may serve for a period of three years after which they will be eligible for re-election.

MANAGEMENT

The trustees are responsible for the strategic direction and governance of the Association whilst day to day running is delegated to an officer, or officers, of the Association as appropriate.

OBJECTIVES and ACTIVITIES

OBJECTS

The objects of the Association are the advancement of education for the benefit of the inhabitants, over 18 years of age, of Auchterarder and district without distinction of sex, political, religious or other opinion.

ACTIVITIES

Our activities are to provide classes in a variety of subject which give opportunities to develop skills and knowledge or to participate in physical activities.

ACHIEVEMENTS and PERFORMANCE

The Trustees met on a regular basis throughout the year to review progress and make the necessary plans for the year in hand. They continued to adopt the policy that there needs to be a minimum number of participants in a class for it to be a success and, in some cases, a maximum number of participants to make full use of the tutor's expertise. The Trustees continued to search for new tutors and new subjects are added to the programme either to replace older subjects or attract additional membership.

In the autumn term classes were offered in Art subjects, Bread Making, Fishing and Fly Tying, Knitting, Gardening, Scottish Country Dancing, Tai Chi, Upholstery and Yoga together with a new class in Xmas Floral Decorations. There was a total of 147 enrolments for the term. A Coffee Morning with subject display stalls was held in October as part of our advertising campaign

In the spring term Knitting was taken from the programme. Total enrolments for the term were 87.

In the summer term classes were offered in Scottish Country Dancing, Tai Chi and Yoga. Total enrolments for the term were 37.

FINANCIAL REVIEW

Our main source of income continues to be the membership fees charged to course participants which at £11,528 was down by £1,495 on the previous year. Overall our nett deficit was £849 mainly due to the lack of a grant from Perth & Kinross Council

All our funds are unrestricted and held in our bank current account which at the year-end showed a balance of £8,998.

The report was approved by the Trustees on 25 September 2017



Douglas Matthews
Chair

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the charity for the year ended 31 July 2017 which are set out on page 4.

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.

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 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 Account 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.



Name: Stuart Brannen

Address:

12 Commanders Grove
Braco
Dunblane
FK15 9PL

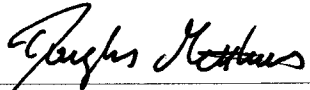
Date: 27 September 2017

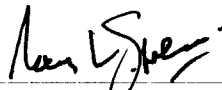
AUCHTERARDER ADULT EDUCATION ASSOCIATION**STATEMENT of RECEIPTS and PAYMENTS for the YEAR TO 31st JULY 2017**

	2017		2016
	£		£
Receipts			
Course Fees	11,538		13,033
Donations	127		271
Grants	<u>0</u>		<u>1,100</u>
Total Receipts	<u>11,665</u>		<u>14,404</u>
Payments			
Cost of Classes			
Tutors	7,732		8,746
Accommodation	<u>3,161</u>	10,893	<u>3,774</u>
Insurance		368	357
Marketing		601	293
Open Day		0	69
Administration		<u>620</u>	<u>1,492</u>
		12,482	14,731
Governance			
Meeting Accommodation		<u>32</u>	<u>24</u>
Total Payments		<u>12,514</u>	<u>14,755</u>
Surplus (Deficit) for Year		-849	-351
STATEMENT of BALANCES as at 31 JULY			
Opening Bank Balance	9,847		10,198
Nett Income	<u>-849</u>		<u>-351</u>
Closing Bank Balance	<u>8,998</u>		<u>9,847</u>

The accounts were approved by the Trustees on 25 September 2017

For and on behalf of the Trustees


Douglas Matthews Chair


Roy L Spiers Treasurer

Note to the Accounts

Trustee remuneration

Three Trustees who are self employed tutors received total payments of £2,448 authorised by the Secretary and Treasurer.