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East Dunbartonshire Council

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EAST DUNBARTONSHIRE COUNCIL CHARITABLE TRUSTS

TRUSTEES' ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2015

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Annual Trustees' Report

Introduction

The Trustees present the annual report together with the audited financial statements and the Auditor's Report for the year ended 31 March 2015.

ADMINISTRATION INFORMATION

Charity Name	East Dunbartonshire Council Charitable Trusts
Charity Number	SC025074
Contact Address	East Dunbartonshire Council Finance and Shared Services Broomhill Industrial Estate Kirkintilloch G66 1TF
Current Trustees	Councillor Rhondda Geekie Councillor John Jamieson Councillor Billy Hendry Councillor Ashay Ghai
Auditor	David McConnell MA CPFA Audit Scotland 4 th Floor, South Suite The Athenaeum Building 8 Nelson Mandela Place Glasgow G2 1BT

Structure and Governance

East Dunbartonshire Charitable Trusts is registered with the Office of the Scottish Charity Regulator (OSCR).

The governing documents are:

- the extract of Will of Dr Adams, dated 21 August 1917,
- extract from Minute of Meeting of Western No.3 Campsie and Baldernock District Council, dated 14 November 1949 re Lennoxton Memorial Cairn, and
- extract of Will of Miss Hutchison, extract dated 27 & 28 October 1941.

There are no other documents in respect of other bequests.

The governance arrangements are now under the control of East Dunbartonshire Council (the Council), who appoint Trustees as required. All Trustees are elected members of East Dunbartonshire Council. The Council agreed to the appointment of four Trustees on 15 November 2012 and these Trustees remained in post throughout the 2014/15 financial year. This audited 2014/15 Annual Report has been authorised by the designated signatory.

The charity Trustees have overall responsibility for ensuring that there are appropriate systems of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurances that:

- The charities are operating efficiently and effectively
- The charitable assets are safeguarded against unauthorised use and disposition
- Proper records are maintained and financial information used by the charities is reliable
- The charities comply with relevant laws and regulations

The systems of internal controls are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. The systems of internal control follow that of the Council itself and, as such, much of this is delegated to the Director of Finance and Shared Services. The Council continually seeks to improve the

effectiveness of its systems of internal control so that any irregularities are either prevented or quickly detected. The systems of internal control are based on a framework of regular management information, financial regulations, financial and administrative procedures (including segregation of duties), management supervision, and a system of delegation and accountability.

The Accounts and Trustees Report are prepared by the Finance service of the Council.

The appointed auditors are Audit Scotland. The Council has agreed to meet the cost of this audit and not pass this on to the Trust. This is to provide additional financial support to the Trust, ensuring that core funds are not eroded prior to re-organisation.

The Trustees only meet as and when required during the year, and will ensure that the required accounting arrangements are adhered to. Due to the limited ability to spend funds under the current structure, there was no requirement for Trustees to meet during the year to discuss the allocation of funds. During the year, approval was received from OSCR to spend the "capital" element of the Lennoxton War Memorial Cairn and Miss Hutchison's Legacy. These should be taken forward during 2015/16 as part of the Council's ongoing review of memorials and the Kirkintilloch Masterplan respectively. The plan for Dr Adam's bequest is to transfer the assets of the Trust to other charities with similar aims. It is planned for this legal process to be completed in 2015/16.

Management of Funds and Investment Policy

Decisions regarding the management of East Dunbartonshire Council Charitable Trusts are made by the Trustees. They rely on the expertise of the Council to manage the investments to ensure the maximum return at the least risk to the charity. In this way, the income stream for the future benefit of the charity is protected.

Funds available are invested each year with interest earned.

Objectives and Activities

This is an "umbrella" trust comprising three small bequests for such purposes as the upkeep of Lennoxton Memorial Cairn, Regent Gardens, and relief of the poor of Kirkintilloch.

No activities were carried out in 2014/15.

Performance

Income to East Dunbartonshire Charitable Trusts comes from investment returns. The average interest rate for any internal investments with the Council's loans fund was 0.3% in 2014/15.

The current bequest only allows for the expending of income earned during the year, and the sums involved are very small. The Trust is therefore unable to achieve any significant benefit to recipients in the way it is currently structured. As stated above, the plan is to use all of the assets from these bequests for the purposes for which they were donated during 2015/16.

Financial Review


The total sum available to this Trust is £0.015m. Income earned during the year comprised £213 of interest on investments.

The Trust held cash and bank balances at 31 March 2015 of £0.015m.

Reserves are held by the Council on behalf of the Trust and revenue income, generated from capital that has not been disbursed at 31 March every year, is invested in line with the investment policy outlined above.

Declaration

This report was signed on behalf of the Trustees on 28 September 2015 by:



Councillor Rhondda Geekie

Leader

East Dunbartonshire Council

Report of the Independent Auditors to the Trustees of East Dunbartonshire Council Charitable Trusts

Independent auditor's report to the trustees of East Dunbartonshire Council Charitable Trusts (SC025074) and the Accounts Commission for Scotland

I certify that I have audited the financial statements of East Dunbartonshire Council Charitable Trusts for the year ended 31 March 2015 under Part VII of the Local Government (Scotland) Act 1973 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. The financial statements comprise the statement of receipts and payments, the statement of balances, and the related notes. The financial reporting framework that has been applied in their preparation is a receipts and payments basis.

This report is made solely to the parties to whom it is addressed in accordance with Part VII of the Local Government (Scotland) Act 1973 and for no other purpose. In accordance with paragraph 125 of the Code of Audit Practice approved by the Accounts Commission for Scotland, I do not undertake to have responsibilities to members or officers, in their individual capacities, or to third parties.

Respective responsibilities of the trustees and auditor

The trustees are responsible for the preparation of the financial statements which properly present the receipts and payments of the charities. My responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland) as required by the Code of Audit Practice approved by the Accounts Commission for Scotland. Those standards require me to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts or disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charities' circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, I read all the financial and non-financial information in the annual trustees report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

Opinion on financial statements

In my opinion the financial statements:

- properly present the receipts and payments of the charities for the year ended 31 March 2015 and their statement of balances at that date; and
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005, and regulations 9(1), (2) and (3) of The Charities Accounts (Scotland) Regulations 2006.

Opinion on other prescribed matter

In my opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

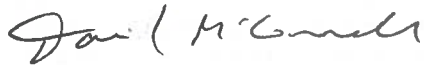
Matters on which I am required to report by exception

I am required by The Charities Accounts (Scotland) Regulations 2006 to report to you if, in my opinion:

- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or

-
- I have not received all the information and explanations I require for my audit.

I have nothing to report in respect of these matters.



David McConnell MA CPFA

Assistant Director, Audit Services
Audit Scotland
4th Floor, The Athenaeum Building
8 Nelson Mandela Place, Glasgow, G2 1BT
29 September 2015

David McConnell is eligible to act as an auditor in terms of Part VII of the Local Government (Scotland) Act 1973

Statement of Receipts and Payments for the Year Ended 31 March 2015

	2014/15		2013/14
	Unrestricted Funds	Total	Total
	£	£	£
RECEIPTS			
Investment Income	213	213	176
Total Receipts	213	213	176
PAYMENTS			
Nil Payments	0	0	0
Total Payments	0	0	0
Surplus / (Deficit) for the Year	213	213	176

Statement of Balances as at 31 March 2015

	Note	2014/15		2013/14
		Unrestricted Funds	Total	Total
		£	£	£
Cash at Bank - 31/03/2014		15,115	15,115	14,939
Surplus / (Deficit) for the year		213	213	176
Cash at Bank - 31/03/2015	d	15,328	15,328	15,115
Investment				
Market Value as at 31 March 2015		0	0	0
Total Investments		0	0	0
Other Assets		0	0	0
Liabilities		0	0	0
Contingent Liabilities		0	0	0
Closing Balance		15,328	15,328	15,115

The audited annual financial statements were issued on 28 September 2015.

Signed on behalf of the Trustees on 28 September 2015 by:



Councillor Rhondda Geekie

Leader

East Dunbartonshire Council

Notes to the Accounts

a) Basis of Accounting

The financial statements have been prepared in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are designed to give a true and fair view of the financial performance and position of the Trust for the financial year.

b) Trustee Remuneration, Expenses and Related Party Transactions

- No remuneration or expenses were paid to the Trustees or any connected persons during the year 2014/15;
- The Trust received interest of £213 from the Council and investments at 31 March 2015, and all transactions incoming and outgoing are made via the Council's bank accounts;
- The Council has not charged the charity any fees for legal, financial or administrative services provided during the year.

c) Grants

No grants were awarded during 2014/15.

d) Cash and Bank Balances

During the year the Trust's balances were held by the Council, which manages the administration of the funds on behalf of the Trustees. No costs were incurred by the Trust for this administration. The Council also acts as the banker for the charity and, as detailed above, all transactions incoming and outgoing are made via the Council's accounts. The balances are repayable on demand. Interest is paid on balances.

