

Report of the Trustees and
Audited Financial Statements for the Year Ended 28 February 2014 for
Friends Of Robert Burns Birthplace Museum

**Friends of Robert Burns Birthplace Museum
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for the Year Ended 28 February 2014**

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Friends of Robert Burns Birthplace Museum
Report of the Trustees
For the year ended 28 February 2014

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 28 February 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC442773 (Scotland)

Registered Charity number

SC043931

Registered office

4 Ewenfield Park

AYR Ayrshire KA7 2QG

Trustees

J D Rattenbury Retired Teacher

H Farrell

A Wilson

E Preston

Company Secretary

J D Rattenbury

Independent examiner

Stewart Robertson

Bankers

Royal Bank of Scotland

Ayr Chief Office

30 Sandgate

Ayr

KA7 1BY

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Related parties

Friends of Robert Burns Birthplace Museum is associated with the following bodies which are connected to or supported by the charity:

- Robert Burns Birthplace Museum, Alloway, Ayrshire

- National Trust for Scotland

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Friends of Robert Burns Birthplace Museum
Report of the Trustees
For the year ended 28 February 2014

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the company are as follows:

To support the arts, heritage and culture by supporting the National Trust for Scotland (Scottish Charity Number SC007410) with regard to their property, "Robert Burns Birthplace Museum", by whatever means are suitable within the context of charitable activities including; raising funds, encouraging donations and sponsorship, organizing and helping with events and business activities.

Volunteers

In our first year and opening a new plant shop situated in the Burns Monument Gardens in Alloway, South Ayrshire, establishing a team of volunteers has been the key to this year's success. We now have an excellent and enthusiastic team who keep the shop open, manage the stock and take part in other fund raising activities.

We also had our first combined volunteers and staff social event which was very enjoyable. We did make a small loss on the event but it was a learning curve and we will be holding a similar evening in the coming year which we hope will break even.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Our main target for funds raised is the restoration of the Alloway Burns Monument, which is in need of a lot of work. Our aim is to raise an initial £50,000 towards the total costs. As a celebration of our progress so far, we funded the acquisition of a Robert Burns Stamp which has a fascinating history, for display in the museum.

FINANCIAL REVIEW

With the aid of an interest free loan of £1,000 from Friends of Culzean, we started the year with good financial liquidity. Shop sales and other fund raising activities have resulted in an end of year balance of £4,705. We will repay the loan during the next year and the net sum of £675 is owed to the Pheonix choir for their performance in Alloway church in support of the Friends.

FUTURE DEVELOPMENTS

We are in an excellent position to get the shop running early in the next season, and to build on the success enjoyed this year.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:

..... J D Rattenbury - Secretary

Date:

**Independent Examiner's Report to the Trustees of
Friends Of Robert Burns Birthplace Museum**

I report on the accounts for the year ended 28 February 2014 set out on pages four to seven.

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's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) 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 the independent examiner's report

My examination was 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 seeking explanations from you as 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 connection with 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 to comply with Regulation 8 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.

Stewart Robertson
36 Cairn Crescent
Alloway
KA7 4PW

Date:

Friends of Robert Burns Birthplace Museum

**Statement of Financial Activities
for the year ended 28 February 2014**

	Notes	2013-14
All funds are unrestricted		
INCOMING RESOURCES		
Incoming resources from generating funds		
Garden Shop income	2	£ 3,209
Fund raising activities	3	£ 2,333
Donations		£ 100
Friends of Culzean loan	5	£ -
Wreath sales		£ 828
Total incoming resources		£ 6,470
RESOURCES EXPENDED		
Costs of generating funds		
Fundraising costs	6	£ 1,468
Wreath costs		£ 428
Garden shop costs		£ 1,534
Charitable activities		
Charitable activities	7	£ 30
Admin costs		£ 13
Equipments purchased		£ 82
Governance costs		£ -
Total resources expended		£ 3,555
NET INCOME FOR THE YEAR		£ 2,915
RECONCILIATION OF FUNDS		
Total funds brought forward		£ 2,915
TOTAL FUNDS CARRIED FORWARD		£ 2,915

Friends of Robert Burns Birthplace Museum

**Statement of Financial Activities
for the year ended 28 February 2014**

	Notes	2013-14
All funds are unrestricted		
CURRENT ASSETS		
Prepayment	8	£ 570
Cash at bank and in hand	9	£ 4,705
		<u>£ 5,275</u>
CREDITORS		
Amounts falling due within one year	10	-£ 1,361
Grant refunded FOC		-£ 1,000
		<u>£ 2,914</u>
NET CURRENT ASSETS		
		<u>£ 2,914</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		
		<u>£ 2,914</u>
NET ASSETS		
		<u>£ 2,914</u>
FUNDS		
Unrestricted funds		£ 2,914
		<u>£ 2,914</u>
TOTAL FUNDS		
		<u>£ 2,914</u>

The notes form part of these financial statements

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2013.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 28 February 2014 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on/...../..... and were signed on its behalf by:

..... H Farrell - -Trustee

Friends of Robert Burns Birthplace Museum
Notes to the Financial Statements
for the Year Ended 28 February 2013

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Going concern

The financial statements for the year ended 28 February 2014 have been prepared on a going concern basis. In the making this going concern assessment, all available information about the foreseeable future (limited to a period of less than one year from the date of approval of these financial statements) has been taken into account.

2. ACTIVITIES FOR GENERATING FUNDS

	2013-14
Sales from plant shop	£ 2,079
Other sales activities	£ 1,130
	<u>£ 3,209</u>

Friends of Robert Burns Birthplace Museum
Notes to the Financial Statements
for the Year Ended 28 February 2013 – continued

3. PHEONIX CHOIR CONCERT

	2013-14
Sale of tickets direct	£ 1330
Sale of tickets online	£ 570
TOTAL INCOME	<u>£1,900</u>
Pheonix choir expenses	£ 1,290
TOTAL PROFIT	<u>£ 610</u>

4. STAFF AND VOLUNTEERS DO

	2013-14
Income from ticket sales	£ 130
Cost of food	£ 178
	<u>- £ 48</u>

5. FRIENDS OF CULZEAN LOAN

Friends of Culzean is a sister charitable company associated with the NTS property Culzean Castle and Country Park, who operate a successful second-hand bookshop. They kindly provided us with a £1,000 interest free loan to provide start-up funds. This will be paid back next year.

6. TRADING COSTS - COST OF GOODS SOLD AND OTHER COSTS

	2013-14
Cost of stock – plants and crafts	£ 1,468
Purchase of second-hand fridge and freezer for drinks and ice cream for sale	£ 82
	<u>£ 1,550</u>

7. DONATION TO THE MUSEUM

Purchase of the 'Burns Stamp' at £30.

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013-14
Online ticket sales owed by NTS	£ 570

9. CASH

	2013-14
Bank balance	£ 4,656
Plant shop float	£ 50
TOTAL CASH AVAILABLE	£4,706

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013-14
Pheonix choir expenses	£ 1,290
Friends of Culzean loan	£ 1,000

Friends of Robert Burns Birthplace Museum
Notes to the Financial Statements
for the Year Ended 28 February 2013 – continued

11. RELATED PARTY DISCLOSURES

The charity operates within premises in the grounds of Robert Burns Birthplace Museum, owned by the National Trust for Scotland. No market value rental is charged by the National Trust, but the charity makes donations towards the maintenance and upkeep of the premises.

12. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 28 February 2014.

Trustees' expenses

There were no trustees' expenses paid for the year ended 28 February 2014.