

DRAFT

DUNKELD AND BIRNAM COMMUNITY GROWING SC042496

Also known as DUNKELD AND BIRNAM@THE FIELD

13th ANNUAL GENERAL MEETING

The Duchess Anne Dunkeld

FRIDAY NOVEMBER 1st, 2024

SECRETARY'S REPORT

1 INTRODUCTION

This has been our thirteen year of growing vegetables but has been the fourteenth year we have all been working together to grow food organically locally for the people of Dunkeld and Birnam. As ever, we have had a dedicated team of volunteers, variable numbers at times because of the weather and holidays We have gained some new working members whose skills and enthusiasm are much appreciated. We have also missed some regular volunteers who have not been around this year for a number of reasons and we look forward to welcoming them back.

It has meant that we have not only grown wonderful produce throughout the season but also the field has looked superb. And the produce, it looks and tastes good as ever.

We have many people who have skills that we have become to rely on during the year from planning, designing, purchasing, organising, and planting. David Bee will cover all this in his report. It generally has been successful but as ever there have been challenges especially the weather, which has been unpredictable again. We had another variable year with some extremes of weather with very warm days followed by very cold days. However, I will deal with some of the boring but essential organisational details,

2 THE ORGANISATION

We are a Scottish Charitable Incorporation Organisation (SCIO) and it is useful to remind ourselves of our Charitable Objectives.

- To advance citizenship and community development by encouraging cooperation and mutual support to produce food organically for local consumption in a changing economic and physical environment
- To achieve this by managing a sustainable and environmentally responsible growing project for the benefit of all
- To promote education within in the community in organic food growing, care and harvest and distribution and ensure a better understanding of the connections between what we eat and how it is produced, delivered and prepared.

We still have much work to do to meet all these objectives but we see it all as a long term project which evolves in a flexible manner and allows us all to learn as we go along. The constitution is available for any members who wish to see it. At the present time, the Trustees meet regularly (in the open air at the field and then with the colder weather inside) to oversee activities on and off the field and set the general direction but we are increasingly realising that we need to do more to involve members and volunteers and are looking at ways in which we can do this. We would particularly like to thank [REDACTED] for her superb work in keeping the Instagram page updated.

But there is always more we can do to listen and learn. We have had some useful suggestions for improvements and are always open to suggestions.

3 THE TRUSTEES

As SCIO we are required to have trustees who are responsible for running the Organisation and managing its assets. From 1st November 2023 there were 9 Trustees elected at the AGM. At the following Trustees Meeting the following officers were agreed.



It should be noted that John Grove was elected a Trustee at the 2023 AGM but resigned the next day.

4. MEMBERS

Members are a key part of the field, and we would like to thank you all for being here this evening.

Each member can contribute in many different ways, and we are delighted that so many of you have decided to join and take a role, from supporter through buying and using the produce, to active volunteering and selling at our stalls. The many hours spent in the field really do make a difference. Our members are our strength and we would like to thank each and every one of you for your participation.

We have also been lucky to welcome some new active members who certainly have youth on their side and have joined in with much enthusiasm

5 PEOPLE AND ORGANISATIONS WHO HAVE HELPED US.

We have been lucky enough to have several different groups and individuals over and above our core group who have helped out and every little bit of help has made a big difference. Here are just some of the people who have helped out.

██████████ and ██████████ for their wonderful vintage tractors and equipment. Also, the time they have devoted to ploughing and harvesting and giving advice to us.

Birnam Arts for the Tuesday stalls.

The Church for use of space outside the Duchess Anne for the Saturday stall. And for our AGM and Harvest supper.

The Bridge and Atholl Quair for regularly publishing our articles.

Dunkeld and Birnam in Bloom for their support

Dunkeld and Birnam Orchard

And last but not means least those who have given us anonymous donations.

6. OTHER RELEVANT ACTIVITIES

We have received visits from other similar organisations through out Scotland. We have an a Facebook page thanks to the efforts of Sally Small and website thanks to John Small. We would welcome people who are enthusiastic and knowledgeable about IT to help us with our social media presence as mentioned earlier.

7. KEY ACTIONS.

The following actions have been undertaken during 2022 and have hopefully kept us on the straight and narrow

- The lease –We have continued with our lease with the Soil Association for 3.2 Acres. The rest of the field will continue to be leased to the horse owners and we would like them for their support and all the horse dung!
- The Buildings –We have 4 buildings, a general purpose shed, a machinery and produce storage shed and 3 polytunnels. In addition we have three storage sheds.
- Insurances- We have taken out a number of insurances for public liability, product liability, volunteers, and capital equipment
- We review Notifiable events and Safeguarding on a monthly basis
- Risk Assessments-we have carried out a risk assessments
- Health and Safety – we have a Health and Safety Policy.
- Child Protection- we have continued to implement our child protection policy
- Completed all our OSCR reports.

8 THE GROWING

All this preparatory work was to allow us to grow and sell produce and so much has been achieved here. I will not cover this in any detail as it is in the Chairs report but I have been so impressed by what has been achieved literally on the ground. It is impressive and the food is fantastic.

9. THE FUTURE.

I have really enjoyed my time in the field and behind the scenes and there is a time when you begin to plan for the future. A key element of this is succession planning for Trustees and it is essential for the future of the field that we begin to put into place people with the key skills and abilities. These will be different from the attributes that people involved in the setting up of the field had. I have been Secretary since the beginning and now is the time to plan for the future. I would therefore like to stand down as secretary at the AGM in 2025. But if elected would like to continue as a Trustee. This should give time for the field to find a suitable person with the right skills (mine are not IT and word processing!) A year should be sufficient for this to happen.

10. THANK YOU

It is not possible to list everyone who has helped us in so many ways but without you and all our volunteers nothing like this could have happened. I am sure there are omissions in this report but it has been a particularly active, enjoyable, but challenging year and it is difficult to document everything!

But from a personal point of view, yet again I would particularly like to thank all my fellow trustees. Each has individually contributed so much. I am constantly amazed by how much gets done behind the scenes and at the field. It is rare to go to the field and not see the results of someone's hard work. It can be hard work but also fun and friendly. The end result, wonderful fresh food which tastes fantastic available for all locally has made it very worthwhile. Food from the field to your plate on the same day with no food miles, no fertilisers; it is tasty and looks so good.

Thank you to each and every one of you, it has been a good journey so far, we continue to learn, and I look forward to the future


Secretary Dunkeld and Birnam Community Growing

November 2024



OSCr

Office of the Scottish Charity Regulator

Independent examiner's report on the accounts

v2

Report to the trustees/members of

Dunkeld & Bimam Community Growing

Registered charity number

SC 042496

On the accounts of the charity for the period

Period start date

Day
01

Month
02

Year
2024

to

Period end date

Day
31

Month
01

Year
2025

Set out on pages

1 to 6

(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*]

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

Signed:

Name:

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

Address:

*Please delete the words in the brackets if they do not apply, or the words do apply, but set out the 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

Receipts and payments accounts

For the period from				to			
	1	2	2024		31	1	2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	1,725				1,725	1,896
Legacies	-				-	-
Grants	1,524				1,524	-
Receipts from fundraising activities	550				550	460
Gross trading receipts	2,803				2,803	3,084
Income from investments other than land and buildings	106				106	7
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	-				-	-
A1 Sub total	6,708	-	-	-	6,708	5,447
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets	-				-	-
Proceeds from sale of investments	-				-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	6,708	-	-	-	6,708	5,447
A3 Payments						
Expenses for fundraising activities	241				241	220
Gross trading payments	1,108				1,108	1,458
Investment management costs	-				-	-
Payments relating directly to charitable activities	4,697				4,697	4,195
Grants and donations	-				-	-
Governance costs:						
Audit / independent examination	30				30	30
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Other	-				-	-
A3 Sub total	6,076	-	-	-	6,076	5,903
A4 Payments relating to asset and investment movements						
Purchases of fixed assets	-				-	-
Purchase of investments	-				-	-
A4 Sub total	-	-	-	-	-	-
Total payments	6,076	-	-	-	6,076	5,903
Net receipts / (payments)	632	-	-	-	632	(456)
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	632	-	-	-	632	(456)

Section B Statement of balances

Categories	Details	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 £
B1 Cash funds	Cash and bank balances at start of year	13,909				13,909	13,909
	Surplus / (deficit) shown on receipts and payments account	632				632	(456)
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	14,541	-	-	-	14,541	13,453

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of
approval

18/03/25
19/03/25

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

General Fund - the purpose of this fund is to make payments and receive income to forward the charities aims.

Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	

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)

Authority under which paid £

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

Number of trustees	£
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[illegible]

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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 £
Individuals	705				705	325
Memberships	1,020				1,020	1,571
					-	-
					-	-
Total	1,725	-	-	-	1,725	1,896

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Coop - Grant	1,524		1,524	-
	-		-	-
	-		-	-
	-		-	-
Total	1,524	-	1,524	

3 Gross receipts from other charitable activities[illegible]

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 £
Purchase of Supplies	1,321				1,321	1,205
Purchase of Services	1,200				1,200	87
Purchase of Equipment	801				801	1,298
Admin	70				70	304
Insurance	725				725	721
Property Costs	580				580	580
					-	-
					-	-
					-	-
					-	-
					-	-
Total	4,697	-	-	-	4,697	4,195

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below General Fund	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	1,725				1,725	1,896
Legacies	-				-	-
Grants	1,524				1,524	-
Receipts from fundraising activities	550				550	460
Gross trading receipts	2,803				2,803	3,084
buildings	106				106	7
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	-				-	-
Sub total	6,708	-	-	-	6,708	5,447
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	6,708	-	-	-	6,708	5,447
Payments						
Expenses for fundraising activities	241				241	220
Gross trading payments	1,108				1,108	1,458
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Grants and donations	-				-	-
Governance costs:	-				-	-
Audit / independent examination	30				30	30
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Sub total	6,076	-	-	-	6,076	5,903
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	6,076	-	-	-	6,076	5,903
Net receipts / (payments)	632	-	-	-	632	(456)
Transfers to / (from) funds					-	
Surplus / (deficit) for year	632	-	-	-	632	(456)

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