

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	April	2023	To	31	March	2024

Reference and administration details

Charity name	Moray Firth Coastal Partnership
Other names charity is known by	Previously – Moray Firth Partnership
Registered charity number	SC028964
Charity's principal address	Kintail House
	Beechwood Business Park
	Inverness
	Postcode IV2 3BW

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		Rotating Chair / Treasurer		
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
	To 27 th November 2023
	To 27 th November 2023

Structure, governance and management

Type of governing document

Two-tier constitution

Trustee recruitment and appointment

All trustees during the reporting period were re-elected by the membership at the last AGM (27th Nov 2023).

Objectives and activities

Charitable purposes

To promote the wise and sustainable use and conservation of the resources of the Moray Firth, and where it has an impact on the foregoing, the land surrounding the Moray Firth; all for the benefit of the local communities living or working around the Moray Firth.

Summary of the main activities in relation to these objects

MFCP employs a full-time, permanent Partnership Manager to further the above purpose, and up until June 2023 we also employed 1 full-time, permanent Funding and Project Manager. We also employ 1 permanent Marine Conservation Co-Ordinator and had 1 Marine Conservation Co-Ordinator on a short-term contract. Until May 2023. We also utilise volunteer effort where available.

We: - undertake projects that either come to us from our main funder, from within our own ideas, or as suggested to us by our members or members of the public; - we liaise and work with many organisations in our area to foster support for our purposes, and keep in touch with them with newsletters and social media, plus telephone and video calls, encouraging connections to be made; - we engage

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Achievements and performance

Summary of the main achievements of the charity during the financial period

- increasing our membership;
- engaging with multiple organisations around the Moray Firth to ensure we have contacts, either for immediate need or for possible future reference;
- attending meetings of other marine bodies;
- Continuing the Our Firth, Our Seashore project in both Highland and Moray/N Aberdeenshire area, which includes delivering an educational workshop to primary schools and organising beach cleaning activities around the Moray Firth.
- Creating an educational video on Climate Change aimed at secondary school pupils and launching this at an event at Eden Court in Inverness
- working with the Marine Directorate towards a new National Marine Plan and a Regional Marine Planning forum
- working with PML, University of Aberdeen, University of Portsmouth and EFTEC on the Sea the Value which aims to economically value the benefits of nature to aid decision making and the potential for green / natural capital investment projects in the region.
- acting as the Secretariat for the Special Area of Conservation in the inner Moray Firth.

Financial review

Brief statement of the charity's policy on reserves

Whilst the board would ideally like to hold a balance sufficient to cover 6 months on-going costs, due to the nature and timing of grant funding and increased staff costs and overheads in the past financial year, there have been points where the balance has fallen below 3 months ongoing costs. However, the majority of the year they are well above this level. Funds are carefully monitored on a monthly basis and the Trustees have been sufficiently comfortable at all stages of the year.

Details of any deficit

No overall deficit in this financial period

Donated facilities and services (if any)

All trustees and several other supporters provide their time and skills for free.

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Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)		
Date		

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Receipts and payments accounts							
For the period from	0			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2023		31	March	2024

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	5,250				5,250	10,250
Legacies					-	
Grants	62,500	41,386			103,886	100,250
Receipts from fundraising activities					-	1,206
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	72	612			684	
A1 Sub total	67,822	41,998	-	-	109,820	111,706
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	67,822	41,998	-	-	109,820	111,706
A3 Payments						
Expenses for fundraising activities					-	613
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	44,103	48,764			92,867	115,832
Grants and donations					-	
Governance costs:						
Audit / independent examination	175				175	150
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
A3 Sub total	44,278	48,764	-	-	93,042	116,595
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	44,278	48,764	-	-	93,042	116,595
Net receipts / (payments)	23,544	(6,766)	-	-	16,778	(4,889)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	23,544	(6,766)	-	-	16,778	(4,889)

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	7,668	21,589			29,257	34,145
	Surplus / (deficit) shown on receipts and payments account	23,544	(6,766)			16,778	(4,888)
						-	
						-	
	Cash and bank balances at end of year	31,212	14,823	-	-	46,035	29,257
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	1

	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

31 March 2025

31 March 2025

Section C Notes to the Accounts

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

MFCP have one Unrestricted Fund for day to day operation, and four Restricted Funds (as explained on following worksheet).
The Seacor income relates to an old completed project (End date 31/03/2023) for which we had not received back payment of travel expenses - MFCP were not granted a specific budget for this, it was just general expenses, and has therefore not been counted as restricted funds.

C2 Grants

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

C3a Trustee remuneration

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)

C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

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

C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

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Additional analysis (1)**Analysis of receipts and payments****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 £
Port of Cromarty Firth	5,000				5,000	10,000
Royal Bank of Scotland	250				250	250
					-	2,500
					-	
Total	5,250	-	-	-	5,250	12,750
	-	-	-	-	-	reference

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
Marine Directorate	35,000				35,000	33,500
Aberdeenshire Council	2,500					
HCCF / MFS (OFOS Project)		38,360			38,360	62,363
Sea the Value		3,026			3,026	1,887
Peoples Postcode Lottery	25,000				25,000	
Total	62,500	41,386			101,386	97,750
	-	reference			reference	reference

3 Gross receipts from other 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 £
SAC Group - SAC Management Scheme		612			612	
Seacor (old project)	72				72	
					-	
					-	
					-	
					-	
					-	
Total	72	612	-	-	684	-
	-	reference error	-	-	reference error	-

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 £
Office overheads	2,776	1,669			4,445	4,806
Personnel Costs	40,786	33,812			74,598	96,356
Project Costs	541	13,284			13,824	14,670
Independent Exam	175				175	
					-	
					-	
					-	
					-	
					-	
Total	44,278	48,764	-	-	93,043	115,832
	reference error	reference error	-	-	reference error	-

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	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	5,250				5,250	10,250
Legacies					-	
Grants	62,500				62,500	36,000
Receipts from fundraising activities					-	1,206
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	72				72	
<i>Sub total</i>	67,822	-	-	-	67,822	47,456
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
<i>Total receipts</i>	67,822	-	-	-	67,822	47,456
Payments						
Expenses for fundraising activities					-	613
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	44,103				44,103	66,756
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	175				175	150
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
<i>Sub total</i>	44,278	-	-	-	44,278	67,519
					cross ref error	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
<i>Sub total</i>	-	-	-	-	-	-
<i>Total payments</i>	44,278	-	-	-	44,278	67,519
					cross ref error	
<i>Net receipts / (payments)</i>	23,544	-	-	-	23,544	(20,063)
Transfers to / (from) funds						
					-	
<i>Surplus / (deficit) for year</i>	23,544	-	-	-	23,544	(20,063)
					cross ref error	

Nature and purpose of funds

MFPC maintains just one general fund for their day to day running in performing their charitable objectives including operation of their internal projects.



Independent Examiner's Report to the Trustees of Moray Firth Coastal Partnership.

Charity Number SC028964

I report on the accounts of the charity for the year ended 31st March 2024.

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 2006 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 2006 Accounts Regulations. 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 other than that disclosed below:

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
 - 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.

Following my examination of the accounting records of Moray Firth Coastal Partnership, I have made recommendations to the Partnership Manager on better defining the costs within the Cash Book/Accounting records to allow a more interrogation by the board when understanding the transactions and, for future forecast/budget planning. However, I am confident the records are complete and the matter is technical rather than material.

