

**Delgatie Castle Trust**

**Charity No. SC000371**

**Trustees' Report and Unaudited Accounts**

**03 September 2019**

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**Delgatie Castle Trust**  
**TRUSTEES ANNUAL REPORT**

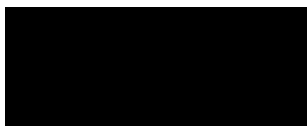
Delgatie Castle Trust

The Trustees present their report with the unaudited financial statements of the charity for the year ended 3 September 2019.

**REFERENCE AND ADMINISTRATIVE DETAILS**

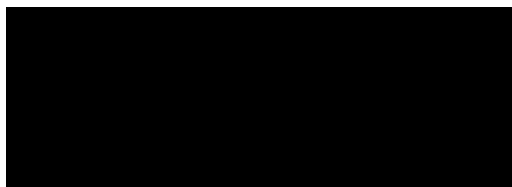
**Charity No. SC000371**

**Registered Office**



**Trustees**

The following Trustees served during the year:



**Accountants**

K W Business Services Ltd  
Unit 4  
Markethill Industrial Estate  
Turriff  
Aberdeenshire  
AB53 4QY

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the board



Trustee  
03 September 2019

**Independent Examiner's Report to the trustees of Delgatie Castle Trust**

I report on the accounts of Delgatie Castle Trust for the year ended 3 September 2019 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet, the Statement of Cash Flows and the related notes.

**Respective responsibilities of trustees and examiner**

As the trustees you 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 trustees consider that an audit is not required for this year under the Regulation 10(1) (a) to (c) of the 2006 Accounts Regulations.

As examiner it is my responsibility to:

- examine the accounts under s.44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005;
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was 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 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
  - to prepare accounts which accord with the accounting records, 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.

  
Institute of Financial Accountants  
K W Business Services Ltd  
Unit 4  
Markethill Industrial Estate  
Turriff  
Aberdeenshire  
AB53 4QY  
03 September 2019

**Delgatie Castle Trust**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**for the year ended 3 September 2019**

		<b>Unrestricted funds</b>	<b>Total funds</b>	<b>Total funds</b>
		<b>2019</b>	<b>2019</b>	<b>2018</b>
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and endowments from:</b>				
Donations and legacies	4	1,999	1,999	3,638
Other trading activities	5	109,012	109,012	120,555
<b>Total</b>		<b>111,011</b>	<b>111,011</b>	<b>124,193</b>
<b>Expenditure on:</b>				
Raising funds	6	20,615	20,615	22,254
Other	7	87,458	87,458	103,479
<b>Total</b>		<b>108,073</b>	<b>108,073</b>	<b>125,733</b>
Net gains on investments		-	-	-
<b>Net income/(expenditure)</b>		<b>2,938</b>	<b>2,938</b>	<b>(1,540)</b>
<b>Net income/(expenditure) before other gains/(losses)</b>		<b>2,938</b>	<b>2,938</b>	<b>(1,540)</b>
<b>Other gains and losses:</b>				
<b>Net movement in funds</b>		<b>2,938</b>	<b>2,938</b>	<b>(1,540)</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward		6,203	6,203	7,743
<b>Total funds carried forward</b>		<b>9,141</b>	<b>9,141</b>	<b>6,203</b>

**Delgatie Castle Trust**  
**SUMMARY INCOME AND EXPENDITURE ACCOUNT**  
**for the year ended 3 September 2019**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Income	111,011	124,193
<b>Gross income for the year</b>	<u>111,011</u>	<u>124,193</u>
Expenditure	108,073	125,733
<b>Total expenditure for the year</b>	<u>108,073</u>	<u>125,733</u>
Net income/(expenditure) before tax for the year	2,938	(1,540)
<b>Net income /(expenditure )for the year</b>	<u><u>2,938</u></u>	<u><u>(1,540)</u></u>

**Delgatie Castle Trust****BALANCE SHEET**

at 3 September 2019

Charity No.	SC000371	Notes	2019 £	2018 £
<b>Fixed assets</b>				
	Tangible assets	9	2,130	-
			<u>2,130</u>	<u>-</u>
<b>Current assets</b>				
	Cash at bank and in hand		11,011	10,203
			<u>11,011</u>	<u>10,203</u>
<b>Net current assets</b>			11,011	10,203
<b>Total assets less current liabilities</b>			13,141	10,203
<b>Creditors:</b> Amounts falling due after more than one year		10	(4,000)	(4,000)
<b>Net assets excluding pension asset or liability</b>			<u>9,141</u>	<u>6,203</u>
<b>Total net assets</b>			<u><u>9,141</u></u>	<u><u>6,203</u></u>
<b>The funds of the charity</b>				
<b>Restricted funds</b>		11		
<b>Unrestricted funds</b>		11		
	General funds		9,141	6,203
			<u>9,141</u>	<u>6,203</u>
<b>Reserves</b>		11		
<b>Total funds</b>			<u><u>9,141</u></u>	<u><u>6,203</u></u>

The trustees have prepared the accounts in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act.

Approved by the board on 03 September 2019

And signed on its behalf by:



Trustee

03 September 2019

**Delgatie Castle Trust**  
**STATEMENT OF CASH FLOWS**  
for the year ended 3 September 2019

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
Net income/(expenditure) per Statement of Financial Activities	2,938	(1,540)
<b>Net cash provided by/(used in) operating activities</b>	<u>2,938</u>	<u>(1,540)</u>
<b>Cash flows from investing activities</b>		
Purchases of property, plant and equipment	(2,130)	-
<b>Net cash used in investing activities</b>	<u>(2,130)</u>	<u>-</u>
<b>Net cash from financing activities</b>	<u>-</u>	<u>4,000</u>
<b>Net increase in cash and cash equivalents</b>	808	2,460
<b>Cash and cash equivalents at the beginning of the year</b>	10,203	7,743
<b>Cash and cash equivalents at the end of the year</b>	<u>11,011</u>	<u>10,203</u>
<b>Components of cash and cash equivalents</b>		
Cash and bank balances	11,011	10,203
	<u>11,011</u>	<u>10,203</u>



**for the year ended 3 September 2019**

**1 Accounting policies**

**Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

**Change in basis of accounting or to previous accounts**

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

**Fund accounting**

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

**Income**

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
Volunteer help	The value of any volunteer help received is not included in the accounts.
Investment income	This is included in the accounts when receivable.
Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.

**NOTES TO THE ACCOUNTS**

**Expenditure**

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

**Taxation**

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

**Freehold investment property**

Investment properties are revalued annually and any surplus or deficit is dealt with through the Statement of Financial Activities. No depreciation is provided in respect of investment properties.

**Intangible fixed assets and amortisation**

Intangible fixed assets (including purchased goodwill, patents and trademarks) are carried at cost less accumulated amortisation and impairment losses.

**Stocks**

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

**Trade and other debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash and cash equivalents**

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

### **Trade and other creditors**

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **Research and development**

Expenditure on research and development is written off in the year in which it is incurred.

### **Foreign currencies**

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

### **Leased assets**

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

### **Pension costs**

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

## **2 Charitable status**

The Charity is a Scottish Charitable Incorporated Organisation (SCIO), governed by a constitution.

3 Statement of Financial Activities - prior year

	Unrestricted funds 2018 £	Total funds 2018 £
<b>Income and endowments from:</b>		
Donations and legacies	3,638	3,638
Other trading activities	120,555	120,555
<b>Total</b>	<b>124,193</b>	<b>124,193</b>
<b>Expenditure on:</b>		
Raising funds	22,254	22,254
Other	103,479	103,479
<b>Total</b>	<b>125,733</b>	<b>125,733</b>
<b>Net income</b>	<b>(1,540)</b>	<b>(1,540)</b>
<b>Net income before other gains/(losses)</b>	<b>(1,540)</b>	<b>(1,540)</b>
<b>Other gains and losses:</b>		
<b>Net movement in funds</b>	<b>(1,540)</b>	<b>(1,540)</b>
<b>Reconciliation of funds:</b>		
Total funds brought forward	7,743	7,743
<b>Total funds carried forward</b>	<b>6,203</b>	<b>6,203</b>

4 Income from donations and legacies

	Unrestricted £	Total 2019 £	Total 2018 £
Donations	1,999	1,999	3,638
	<u>1,999</u>	<u>1,999</u>	<u>3,638</u>

5 Income from other trading activities

	Unrestricted £	Total 2019 £	Total 2018 £
Tea Room & Shop Income	30,002	30,002	46,850
Front Door Income	22,533	22,533	14,743
Holidays & Holiday Home Income	40,127	40,127	31,782
Rental Income	16,350	16,350	27,180
	<u>109,012</u>	<u>109,012</u>	<u>120,555</u>

**Delgatie Castle Trust**  
**NOTES TO THE ACCOUNTS**

**6 Expenditure on raising funds**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
		<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<i>Fundraising trading costs</i>			
Tea Room & Shop Income	20,615	20,615	22,254
	<u>20,615</u>	<u>20,615</u>	<u>22,254</u>

**7 Other expenditure**

	<b>Unrestricted</b>	<b>Total</b>	<b>Total</b>
		<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Advertising and Promotions	2,942	2,942	4,816
	2,373	2,373	-
Employee costs	8,004	8,004	18,903
Motor and travel costs	1,395	1,395	1,821
Premises costs	41,634	41,634	49,958
General administrative costs	29,404	29,404	26,531
Legal and professional costs	1,706	1,706	1,450
	<u>87,458</u>	<u>87,458</u>	<u>103,479</u>

**8 Staff costs**

Salaries and wages	8,004	18,903
	<u>8,004</u>	<u>18,903</u>

No employee received emoluments in excess of £60,000.

**9 Tangible fixed assets**

	<b>£</b>	<b>£</b>
<b>Cost or revaluation</b>		
Additions	2,130	2,130
At 3 September 2019	<u>2,130</u>	<u>2,130</u>
<b>Net book values</b>		
At 3 September 2019	<u>2,130</u>	<u>2,130</u>

**10 Creditors:**

amounts falling due after more than one year

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Bank loans and overdrafts	4,000	4,000
	<u>4,000</u>	<u>4,000</u>

**Delgatie Castle Trust**  
**NOTES TO THE ACCOUNTS**

**11 Movement in funds**

	At 4 September 2018	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 3 September 2019 £
<b>Restricted funds:</b>					
<b>Unrestricted funds:</b>					
<b>General funds</b>	6,203	111,011	(108,073)	-	9,141
<b>Revaluation Reserves:</b>					
<b>Total funds</b>	<u>6,203</u>	<u>111,011</u>	<u>(108,073)</u>	<u>-</u>	<u>9,141</u>

**12 Analysis of net assets between funds**

	<b>Unrestricted funds £</b>	<b>Total £</b>
Fixed assets	2,130	2,130
Net current assets	11,011	11,011
Creditors due in more than one year and provisions	(4,000)	(4,000)
	<u>9,141</u>	<u>9,141</u>

**Delgatie Castle Trust**  
**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**for the year ended 3 September 2019**

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Income and endowments from:</b>			
Donations and legacies			
Donations	1,999	1,999	3,638
	<u>1,999</u>	<u>1,999</u>	<u>3,638</u>
Other trading activities			
Tea Room & Shop Income	30,002	30,002	46,850
Front Door Income	22,533	22,533	14,743
Holidays & Holiday Home Income	40,127	40,127	31,782
Rental Income	16,350	16,350	27,180
	<u>109,012</u>	<u>109,012</u>	<u>120,555</u>
<b>Total income and endowments</b>	<b>111,011</b>	<b>111,011</b>	<b>124,193</b>
<b>Expenditure on:</b>			
Costs of other trading activities			
Tea Room & Shop Income	20,615	20,615	22,254
	<u>20,615</u>	<u>20,615</u>	<u>22,254</u>
<b>Total of expenditure on raising funds</b>	<b>20,615</b>	<b>20,615</b>	<b>22,254</b>
Other expenditure			
Advertising and Promotions	2,942	2,942	4,816
	<u>2,373</u>	<u>2,373</u>	<u>-</u>
	<u>5,315</u>	<u>5,315</u>	<u>4,816</u>
Employee costs			
Salaries/wages	8,004	8,004	18,903
	<u>8,004</u>	<u>8,004</u>	<u>18,903</u>
Motor and travel costs			
Vehicles - General costs	1,395	1,395	1,821
	<u>1,395</u>	<u>1,395</u>	<u>1,821</u>
Premises costs			
Rates	1,702	1,702	3,614
Light, heat and power	29,048	29,048	34,735
Premises repairs and maintenance	9,729	9,729	9,329
Other premises costs	1,155	1,155	2,280
	<u>41,634</u>	<u>41,634</u>	<u>49,958</u>
General administrative costs, including depreciation and amortisation			
Bank charges	1,663	1,663	1,374
General insurances	21,423	21,423	19,102
Stationery and printing	1,170	1,170	1,554

**Delgatie Castle Trust****DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

Telephone, fax and broadband	5,148	5,148	4,501
	<u>29,404</u>	<u>29,404</u>	<u>26,531</u>
Legal and professional costs			
Accountancy and bookkeeping	1,200	1,200	1,100
Other legal and professional costs	506	506	350
	<u>1,706</u>	<u>1,706</u>	<u>1,450</u>
<b>Total of expenditure of other costs</b>	<u>87,458</u>	<u>87,458</u>	<u>103,479</u>
<b>Total expenditure</b>	<u>108,073</u>	<u>108,073</u>	<u>125,733</u>
Net gains on investments	-	-	-
	<u>2,938</u>	<u>2,938</u>	<u>(1,540)</u>
<b>Net income/(expenditure)</b>			
<b>Net income/(expenditure) before other gains/(losses)</b>	<u>2,938</u>	<u>2,938</u>	<u>(1,540)</u>
Other Gains	-	-	-
<b>Net movement in funds</b>	<u>2,938</u>	<u>2,938</u>	<u>(1,540)</u>