

RADIO SALTIRE SCIO

**Annual Report and Financial Statements
For the year ended 31 October 2016**

Registered Charity – SC044336

RADIO SALTIRE SCIO

**Annual Report and Financial Statements
For the year ended 31 October 2016**

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RADIO SALTIRE SCIO

**Trustees' Annual Report
For the year ended 31 October 2016**

The trustees have pleasure in presenting their report together with the financial statements for the period ended 31 October 2016.

Reference and Administrative Information

Charity name

Radio Saltire SCIO

Charity number

SC044336

Contact address

5 Civic Square, Tranent, East Lothian, EH33 1LH

Current Trustees

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Structure, Governance and Management

Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO), registered on 17 October 2013. The structure of the organisation consists of the Board made up of the Trustees of the organisation and Members who appoint those trustees.

Recruitment and appointment of Trustees

The management committee, which normally meets 5 times per year are the charity's trustees. Membership of the management committee is open to all.

Trustees are elected at the annual general meeting. There must be a minimum of 5 and a maximum of 10 trustees.

RADIO SALTIRE SCIO

Trustees' Annual Report For the year ended 31 October 2016 continued

Objectives and Activities

Charitable purposes

To advance community development and citizenship by (i) encouraging the involvement and promotion of community organisations and events through the use of the community radio station and (ii) encouraging volunteering at all levels of the organisation by all interested members of our community.

To advance education by offering training and the opportunity to learn about all the roles involved in the running of the community radio station.

Activities

The principal activity of the charity is to provide a locally focussed online community radio station which attracts members and advertisers and provides a service to the local community and wider area.

Achievements and Performance

The radio station has continued to attract a wide range of volunteers from the local community, and further afield. We provide a full schedule of programming covering many genres of music as well as interviews and opportunities for local groups and companies to get on air. We have attended a number of local events, helping to provide PA services for fates, fairs and fun days and various charity fund raisers for people in need in the community. We are offering work experience through the education department and have links with two local colleges providing work placements for students enrolled in HNC / Media Radio courses.

Following a trial period, from September 2016 we are now broadcasting on DAB in Glasgow and the West, helping to raise the profile of the station in other areas.

We continue to train volunteers, record audio for our own use and make our facilities available to others to create their own recordings.

Financial review

Our sources of funding for the period under review were advertising fees from local businesses of £3,450 (2015: £4,970) and membership fees of £4,075 (2015: £3,945). We seek alternate funding to assist us in our charitable aims and secured donations of £6,026 in the year. Total income for the period was £13,551 (2015: £13,776). Expenditure in the period amounted to £16,208 (2015: £11,024). This resulted in net expenditure for the period of £2,657 (2015: net receipts of £2,752), mainly due to promotional expenses covered by a grant received in 2015. Fund balances, which are represented by funds held in the SCIO's bank accounts, stand at £2,115 of which £817 (2015: £2,055) is restricted to use and £1,298 (2015: £2,717) is unrestricted.

RADIO SALTIRE SCIO

Independent Examiner's Report to the Trustees of Radio Saltire SCIO

I report on the accounts of the charity for the year ended 31 October 2016, which are set out on pages 5 and 6 and the related notes on pages 7 to 9.

This report is made solely to the charity's Trustees, as a body, in accordance with section 44 of the Charities and Trustee Investment (Scotland) Act 2005. My examination has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.

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 2006 Regulations"). The charity Trustees consider that the audit requirement of Regulation 10(1) (d) of the 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 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:

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 Regulations
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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.

[REDACTED]

RADIO SALTIRE SCIO

**Receipts and Payments Account
For the year ended 31 October 2016**

	Notes	Unrestricted 2016 £	Restricted 2016 £	Total 2016 £	Total 2015 £
Receipts					
Voluntary income	3	6,026	-	6,026	4,861
Receipts from charitable activities	4	7,525	-	7,525	8,915
		<u>13,551</u>	<u>-</u>	<u>13,551</u>	<u>13,776</u>
Payments					
Charitable activities	5	14,730	1,238	15,968	10,784
Governance costs	6	240	-	240	240
		<u>14,970</u>	<u>1,238</u>	<u>16,208</u>	<u>11,024</u>
Net (payments)/receipts before transfers		(1,419)	(1,238)	(2,657)	2,752
Transfers		-	-	-	-
(Deficit)/Surplus for the period		<u>(1,419)</u>	<u>(1,238)</u>	<u>(2,657)</u>	<u>2,752</u>

The notes on pages 7 to 9 form part of these accounts

RADIO SALTIRE SCIO

**Statement of Balances
As at 31 October 2016**

	Unrestricted 2016 £	Restricted 2016 £	Total 2016 £	Total 2015 £
Opening funds	2,717	2,055	4,772	2,020
(Deficit)/Surplus for the year	(1,419)	(1,238)	(2,657)	2,752
Closing funds	<u>1,298</u>	<u>817</u>	<u>2,115</u>	<u>4,772</u>
Bank and cash balances				
Current account and cash in hand	<u>1,298</u>	<u>817</u>	<u>2,115</u>	<u>4,772</u>
Other assets (for information)				
Studio & equipment – donated at original cost			£ 5,858	£ 5,858
Studio & equipment – at current book values assuming a 5 year's economic life			4,686	5,858
Creditors (for information)				
Independent examiner's fee			£ <u>240</u>	£ <u>240</u>

Approved by the Trustees on 24th February 2017 and signed on their behalf by:



Trustee

The notes on pages 7 to 9 form part of these accounts

RADIO SALTIRE SCIO

**Notes to the Accounts
For the year ended 31 October 2016**

1. Accounting policies

Basis of accounting

The accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

VAT

The SCIO is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

Resources expended

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's fee.

Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. During the year the charity received no funds with restriction.

2. Related Party Transactions

Included in voluntary income is £637 received from the winding up of East Lothian Community Media Ltd, a company limited by guarantee which some of the trustees were directors in.

No remuneration was paid to the trustees or any connected persons during the year (2015: Nil)

RADIO SALTIRE SCIO

Notes to the Accounts

For the year ended 31 March 2016 (continued)

3. Voluntary income

	Unrestricted 2016 £	Restricted 2016 £	Total 2016 £	Total 2015 £
Grant				
Foundation Scotland	-	-	-	2,000
Donations				
ELCM	637	-	637	1,806
Individual donations	5,389	-	5,389	1,055
	<u>6,026</u>	<u>-</u>	<u>6,026</u>	<u>4,861</u>

4. Income from Charitable Activities

Membership fees	4,075	-	4,075	3,945
Advertising fees	3,450	-	3,450	4,970
	<u>7,525</u>	<u>-</u>	<u>7,525</u>	<u>8,915</u>

5. Costs of charitable activities

Rent	3,600	-	3,600	3,600
Utilities	3,653	-	3,653	2,530
IT & Software	485	902	1,387	1,610
Licenses	2,659	-	2,659	1,131
DAB Transmission fees	1,440	-	1,440	-
Repairs, maintenance & small equipment	1,122	-	1,122	738
Insurance	415	-	415	406
Telephone, postage & business administration	1,356	-	1,356	771
Promotional expenses	-	336	336	-
	<u>14,730</u>	<u>1,238</u>	<u>15,968</u>	<u>10,784</u>

6. Governance costs

Independent examiner fees	240	-	240	-
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RADIO SALTIRE SCIO

Notes to the Accounts

For the year ended 31 October 2016 (continued)

7. Funds

	Balance at 1 Nov 15	Receipts	Payments	Transfers	Balance at 31 Oct 16
	£	£	£	£	£
Unrestricted Fund	2,717	13,551	(14,970)	-	1,298
Restricted Funds:					
Foundation Scotland- Mobile Apps	109	-	-	-	109
Foundation Scotland- Marketing/Promotion	1,946	-	(1,238)	-	708
	2,055	-	(1,238)	-	817
Total	4,772	13,551	(16,208)	-	2,115

Notes:

Mobile Apps represents funds donated by Foundation Scotland in 13/14 to contribute towards the cost of two mobile apps, one for android and one for ios, the balance will cover the project's ongoing costs which are expected to be incurred in 16/17.

Marketing/Promotion represents funds donated by Foundation Scotland during the year for the purposes of promotion and marketing of Radio Saltire, further spending in this area is planned for 16/17.

8. Transfers between funds

No transfers were made between funds during the year.