

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

REPORT and FINANCIAL STATEMENTS

for the year ended 31 March 2022

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

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STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Trustees' Annual Report for the year ended 31 March 2022

The Trustees of Stirling City Heritage Trust have pleasure in presenting their annual report and the audited financial statements for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), and SORP 2018 (FRS102).

Reference and administrative information

Charity name:	Stirling City Heritage Trust
Charity number:	Scottish Charity Registration No. SC037888
Company number:	SC277033
Company Secretary:	Dr M Taylor
Registered Office:	Cameron House Forthside Way Stirling FK8 1QZ
Auditors:	Dickson Middleton 20 Barnton Street Stirling FK8 1NE
Bankers:	Royal Bank of Scotland plc

Trustees and Directors

The trustees of the charitable company (the charity) are also its directors for the purpose of company law. The following persons acted as trustees of the charity during the period to 31 March 2022:

Mr D Black – Chairman
Mr J Thomson - Vice Chairman
Dr M Taylor - Secretary
Mr A McEwan
Mr M Wright
Mr D Gibson
Dr F Lindsay (Resigned June 2022)
Mr B Park
Mr J Johnston (Resigned June 2021)
Ms T Rich
Mr M Anderson (Appointed December 2021)

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

Trustees' Annual Report for the year ended 31 March 2022 (continued)

Objectives of the Trust

The objectives for which the Trust is established are to promote and encourage, either alone or in conjunction with others, the protection and preservation of historic, architectural and landscape heritage by any means, all for the benefit of the general public now and in the future. The main vehicle for this is the distribution of funding on conservation grant schemes and other heritage initiatives.

Trustee Appointment Policy

The Board seeks to maintain an even balance of skills at any time. Nominee trustees with relevant skills and experience are reviewed by the Trust Manager and Board. On appointment, trustees are provided with an induction pack detailing the work of the Trust and their responsibilities as trustees under company law and other regulations including the Charity Regulator, OSCR. Induction and guidance is provided by the Trust Manager.

One new trustee was appointed at the EGM in December 2021 with a range of skills including architecture, surveying and experience of working on voluntary boards. They compliment the existing skills of the trustees.

Organisation

The operations of the Trust are managed by the Trust Manager, Lindsay Lennie, with the assistance of the Office Manager, Julie Lonsdale. The Grants and Outreach programme is overseen by Rachael Purse. The Trust employs 3 staff who work directly on the Traditional Buildings Health Check, 2 TBHC Inspectors and a Membership & Marketing Officer.

Funding Sources

The Trust's principal funding source is in the form of grants from Historic Environment Scotland (HES). The initial funding was provided in terms of a letter from HES to the Trust dated 5 September 2006. The current funding award covers the 1 year period to 31 March 2023. The grants are to be applied in furtherance of the Trust purposes and are subject to the conditions of the HES Offer of Grant.

Stirling Council also provides an annual revenue grant of £25,000. The Trust also earns income from the Traditional Buildings Health Check (TBHC) which is reinvested in delivering the TBHC service.

Reserves Policy

It is the policy of the trustees to maintain unrestricted funds, which are the free reserves of the Trust, at a level which equates to approximately 3 – 6 months of unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds are currently within that range.

Investment

The trustees have the power to deposit or invest sums in any manner, providing the powers are exercised only in promoting the charitable objectives of the Trust.

Risk Management

From time to time the trustees examine the major strategic, business and operational risks which the charitable company faces and confirm that systems are in place to enable identification of these risks. Risk issues are addressed at regular board meetings and all necessary steps are taken to lessen those risks whenever possible.

The Trust holds a Risk Register as part of general governance. The major risks to the Trust are the dependence on principally a single source of funding (HES), and a small staff team where absences or resignation may have a significant impact on operations.

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Trustees' Annual Report for the year ended 31 March 2022 (continued)**

Related Parties

In 2019 the Trust reviewed its Memorandum and Articles. As a result of this review it is no longer a requirement that Stirling Council nominates two trustees to the Board. However, the Trust retains a close working relationship with Stirling Council and receives funding from the Council to further the aims and objectives of the Trust. Trust staff meet regularly with Stirling Council staff to identify and develop collaborative projects.

Review of financial position

In addition to the unrestricted funds in reserve at the end of the financial year the Trust held £107,312 in restricted reserves for a number of grant initiatives. Refer to Note 11 for detail.

Plans for the future

The coronavirus pandemic which began in March 2020, continued to impact on the work of the Trust in 2021-22. Ongoing restrictions affected the ability to deliver outreach events in particular, but the TBHC inspection service continued and building repair grants were offered. Contractors had a backlog of projects which impacted on delivery of some projects.

For 2021-22, Historic Environment Scotland offered a 1 year funding to all City Heritage Trusts as their organisation continued to adjust to the pandemic. Funding was offered to allow a Strategic Plan to be undertaken during this financial year. The aim of this was to allow City Heritage Trusts to review their position and to plan long term, including exploring additional funding options. Hall Aitken and Bruce Tait Associates carried out reports for SCHAT to support their future planning and strategy.

HES has been looking at the development of the Traditional Buildings Health Check in other areas of Scotland. SCHAT staff have been supporting this and offered trial inspections in Perth. The Trust will continue to support proposals to expand the service elsewhere in Scotland.

The Trust will also support Stirling Council in the delivery of the Stirling Conservation Area Regeneration Scheme (CARS) funded by HES.

Trustees' responsibilities in relation to the financial statements

The trustees (who are also directors of Stirling City Heritage Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Trustees' Annual Report for the year ended 31 March 2022 (continued)**

We, the directors of the company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

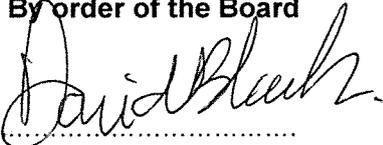
- there is no relevant audit information of which the charitable company's auditor is unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Auditors

Dickson Middleton will be proposed for reappointment as auditors at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

By order of the Board



.....
David Black

Director & Trustee

29 September 2022

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Chairman's Statement

It has been a challenging year for the Trust. The economic situation post-pandemic and the cost of living crisis appear to be affecting the demand for buildings inspections and buildings maintenance. We have serious concerns about our future funding situation and have also had a number of staff changes in the past year.

However, these challenges also provide opportunities to review the work of the Trust and its future direction.

We instigated a review our activities in order to identify potential future projects and priorities, and to seek additional sources of funding. This is ongoing and is likely to include looking at how to better insulate traditional buildings and make them more energy efficient, identifying potential restoration projects, whilst continuing our outreach and educational work.

We have recruited new Trustees, who bring a variety of skills and experience, which will help us to strengthen and develop the Trust.

We recently extended the area in which the Traditional Health Check Scheme operates, to include Blairlogie and Dunblane.

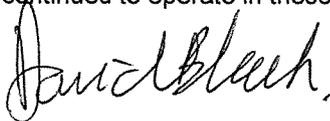
As part of our outreach and educational aims, our staff have produced numerous fascinating articles and photographs on our website and on social media.

We continue to work with partners, such as HES, Stirling Council, Creative Stirling, Go Forth Stirling BID and The Stirling Smith Art Gallery and Museum to ensure our projects are relevant and beneficial to the built heritage of Stirling and its residents and businesses.

We are about to launch a publication called "20 Great Buildings of Stirling". This book has been developed with the Smith and is aimed at a range of readers – some who may be housebound, such as those in care homes, and also for new members of our community who would like to learn more about the buildings around Stirling.

Our Trustees and staff are committed to developing the Trust in changing and challenging circumstances, in order to ensure its value for the Stirling community.

Once again, I would like to thank our management, staff and Trustees for ensuring that the Trust has continued to operate in these uncertain times.



David Black

29 September 2022

**STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

Independent Auditor's Report to the Trustees and Members of Stirling City Heritage Trust for the year ended 31 March 2022

Opinion

We have audited the financial statements of Stirling City Heritage Trust (the 'charitable company') for the year ended 31 March 2022 which comprise Statement of Financial Activities, Balance Sheet, and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information we are required to report that fact. We have nothing to report in this regard.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Independent Auditor's Report to the Trustees and Members of Stirling City Heritage Trust for the year ended 31 March 2022 (continued)

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**STIRLING CITY HERITAGE TRUST
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Independent Auditor's Report to the Trustees and Members of Stirling City Heritage Trust for the year ended 31 March 2022 (continued)

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design our procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud;
- The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included but were not limited to testing manual journal entries and other adjustments, evaluating the business rationale in relation to any significant unusual transactions and challenging judgements and estimates;
- Reviewing minutes of meetings held by management and those charged with governance to identify any matters including actual or attempted fraud, litigation and noncompliance with laws and regulations;
- Inspecting expenditure incurred in the year while making sure this has been appropriately categorised in the accounts. This included agreeing a sample from the nominal ledger to purchase invoice while also reviewing post year end transactions and invoices to confirm the completeness of the expenditure was disclosed.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Independent Auditor's Report to the Trustees and Members of Stirling City Heritage Trust for the year ended 31 March 2022 (continued)

Based on the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

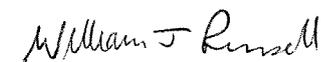
As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



William J Russell (Senior Statutory Auditor)
For and on behalf of Dickson Middleton, Chartered Accountants, Statutory Auditors,
20 Barnton Street, Stirling FK8 1NE.

Dickson Middleton is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

29 September 2022

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Statement of Financial Activities (including income and expenditure account)
for the year ended 31 March 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total 2022 £	Total 2021 £
INCOME					
Income from charitable activities:					
Grants receivable	2	25,000	341,423	366,423	379,398
Subscriptions (TBHCS)		5,848	-	5,848	5,243
Inspection fees (TBHCS)		7,435	-	7,435	5,862
Bank interest receivable		16	-	16	73
Total Income		38,299	341,423	379,722	390,576
EXPENDITURE					
Charitable activities	4	41,582	294,712	336,294	342,690
Total Expenditure		41,582	294,712	336,294	342,690
Net Income/(Expenditure) before transfers		(3,283)	46,711	43,428	47,886
Transfers	11	(43,048)	43,048	-	-
Net movement in funds for the year		(46,331)	89,759	43,428	47,886
Total funds brought forward		337,277	17,553	354,830	306,944
Total funds carried forward	11	290,946	107,312	398,258	354,830

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 13 to 18 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Statement of Cash Flows for year ended 31 March 2022

	Note	Year to 31.03.22 £	Year to 31.03.21 £
Cash flows from operating activities	17	<u>89,245</u>	<u>(103,994)</u>
Cash flows from investing activities:			
Interest income		16	73
Purchase of tangible assets		<u>(939)</u>	<u>(6,035)</u>
Net cash (used by) / received from investing activities		<u>(923)</u>	<u>(5,962)</u>
(Decrease) / Increase in cash and cash equivalents in the year		88,322	(109,956)
Cash and cash equivalents at the beginning of the year		163,080	273,036
Cash and cash equivalents at the end of the year		<u>251,402</u>	<u>163,080</u>

The notes on pages 13 to 18 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Balance Sheet as at 31 March 2022

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Fixed Assets					
Tangible Assets	7	17,964	-	17,964	20,360
Current Assets					
Debtors	8	8,632	151,908	160,540	199,333
Cash at bank and in hand		269,071	(17,669)	251,402	163,080
Total Current Assets		277,703	134,239	411,942	362,413
Current Liabilities					
Creditors falling due within one year	9	(4,721)	(26,927)	(31,648)	(27,943)
Net Current Assets		272,982	107,312	380,294	334,470
Net Assets		290,946	107,312	398,258	354,830
The funds of the charity:					
Unrestricted Funds		290,946	-	290,946	337,277
Restricted Funds		-	107,312	107,312	17,553
Total charity funds	11	290,946	107,312	398,258	354,830

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 13 to 18 form part of the financial statements.

Approved by the Board of Directors on 29 September 2022 and signed on its behalf by

 Director

D Black

 Director

J Thomson

Company Registration Number: SC277033

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Notes to the Financial Statements
for the year ended 31 March 2022

1. Accounting Policies

The principal accounting policies adopted in preparation of the financial statements are as follows:

Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and the requirements of the Charities SORP (FRS102).

The financial statements have been prepared using pounds sterling, the functional currency of the Trust.

The Trust meets the definition of a public benefit entity under FRS102.

Assessment of going concern

The Trustees secured a funding commitment from Historic Environment Scotland (HES) in October 2021 for funding from April 2022 until March 2023. As a result of the continuing uncertainty caused by the COVID crisis it was decided by HES that instead of a 3 year funding request being asked for that this would instead be a single year application for the period to March 2023 and that the 3 year funding be postponed for a further year. The Trust is due to submit its funding application prior to December 2022 for the 3 year period to March 2026. The funding application to 31 March 2023 has been secured and the Trustees are confident the 3 year application to 31 March 2026 will also be successful and as a result continue to use the going concern basis in the preparation of the accounts.

Fund structure

Unrestricted funds comprise accumulated surpluses or deficits on general funds and they are available for use at the discretion of the trustees in furtherance of the objectives. Designated funds are unrestricted funds that the trustees, at their discretion, have set aside for particular purposes.

Restricted funds are created when funds are received for a particular purpose, the use of which is restricted to that area or purpose. The related expenditure is charged to the statement of financial activities when incurred. Further details of each fund are provided at Note 11.

Incoming resources

All incoming resources are recognised once the company has entitlement to the resources, it is probable that the resources will be received and the monetary value can be measured with sufficient reliability.

Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charitable company to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all the costs related to that category.

Costs are allocated between restricted and unrestricted funds on a basis designed to reflect the usage of the resource.

Allocation of overhead and support costs

Overhead and support costs have been allocated between charitable activity and governance as detailed in Note 4.

Governance costs comprise costs involving the public accountability of the charitable company and its compliance with regulation and good practice. These costs include costs related to statutory audit together with an apportionment of support costs.

Reserves policy

The company needs reserves because it is very dependent on discretionary grants from third parties and there may be delays between expenditure being incurred and receipt of the related income. The trustees seek to maintain operating surpluses, as appropriate, to develop and maintain sufficient reserves to fund planned expenditure.

Tangible fixed assets

Depreciation is provided on tangible assets at rates calculated to write off the carrying value, less residual value, of each asset over its expected useful life as follows:

Plant and machinery - 15% per annum on reducing balance

Debtors

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

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)
Notes to the Financial Statements
for the year ended 31 March 2022

1. Accounting policies (continued)

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid bank deposits with a maturity of twelve or less months from the date of acquisition or opening the deposit or similar account.

Creditors

Creditors are recognised when 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 are normally recognised at their settlement amount after allowing for any discounts due.

Financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Grants receivable

	2022	2021
	£	£
Historic Environment Scotland	341,423	354,398
Stirling Council	25,000	25,000
	<u>366,423</u>	<u>379,398</u>

3. Surplus / (deficit) for the year

The surplus / (deficit) for the year is stated after charging -

	2022	2021
	£	£
Board of Directors and Members costs	-	-
Depreciation	3,335	3,593
Auditor's remuneration		
- Audit services	2,520	2,520
- Other services	-	780
	<u>-</u>	<u>780</u>

4. Total expenditure

	Other Costs	Grant Funding	Total 2022	Total 2021
	£	£	£	£
Charitable Activities				
Trust Manager's Costs	-	-	-	10,565
Payroll and Other Costs	233,075	-	233,075	239,484
Professional Fees	20,475	-	20,475	5,657
Depreciation	3,335	-	3,335	3,593
	<u>256,885</u>	<u>-</u>	<u>256,885</u>	<u>259,299</u>
Outreach Project	-	30,031	30,031	15,199
Project Fund Costs	-	-	-	-
King Street Funding Initiative	-	10,669	10,669	37,618
Traditional Buildings Repair Grants 2021-22	-	36,189	36,189	27,274
	<u>-</u>	<u>76,889</u>	<u>76,889</u>	<u>80,091</u>
Governance Costs	<u>2,520</u>	<u>-</u>	<u>2,520</u>	<u>3,300</u>
Total	<u>259,405</u>	<u>76,889</u>	<u>336,294</u>	<u>342,690</u>

There were no material grants to institutions.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2022

5. Employees

	2022	2021
	£	£
Gross pay	175,061	180,963
Employers NI	17,054	18,005
Pension costs	4,646	4,956
Employment Allowance	(4,000)	(4,000)
	<u>192,761</u>	<u>199,924</u>

The Articles of Association preclude the payment of remuneration to directors and no fees were paid. One director was reimbursed £ Nil (2021 - £Nil) in respect of expenses incurred for the Trust. No employee was remunerated at a rate exceeding £60,000 per annum. During the year the average number of employees was 6 (2021 - 6).

6. Taxation

By reason of its charitable status the company is considered to be exempt from income and corporation taxes. The company is not registered for value added tax and accordingly cannot recover any of that tax on its expenditure, with irrecoverable tax included in the relevant expenditure incurred.

7. Tangible Fixed Assets

Plant & Equipment

	£
Cost	
1 April 2021	36,074
Additions	939
Disposals	(269)
31 March 2022	<u>36,744</u>
Depreciation	
1 April 2021	15,714
Charge for year	3,154
On Disposals	(88)
31 March 2022	<u>18,780</u>
Net Book Value 31 March 2022	<u>17,964</u>
Net Book Value 31 March 2021	<u>20,360</u>

8. Debtors: amounts falling due within one year

	2022	2021
	£	£
Historic Environment Scotland	151,908	190,927
Inspection Fees / Recoverable Costs	95	460
Prepayments	8,537	7,946
	<u>160,540</u>	<u>199,333</u>

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2022 (continued)

9. Creditors: amounts falling due within one year	2022 £	2021 £
Accruals	31,648	27,943

10. Analysis of Net Assets / Funds at 31 March 2022

	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Fixed assets	17,964	-	17,964	20,360
Current assets				
Debtors	8,632	151,908	160,540	199,333
Cash at bank and in hand	269,071	(17,669)	251,402	163,080
Current liabilities	(4,721)	(26,927)	(31,648)	(27,943)
Net Assets/Funds	290,946	107,312	398,258	354,830

11. Movement in Funds

	At 1 April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2022 £
Restricted Funds					
SCHT Business Plan 2021-22	-	236,423	(273,692)	37,269	-
Strategic Review Funding		20,000	(15,744)	-	4,256
King Street Funding Initiative 2012-15	7,553		(5,276)	5,779	8,056
Traditional Buildings Repair Grant 2019-2021	10,000	-	-	-	10,000
Traditional Buildings Repair Grant 2021 - 2022	-	85,000	-	-	85,000
Total Restricted Funds	17,553	341,423	(294,712)	43,048	107,312
Unrestricted Funds					
General	158,502	18,299	-	(35,303)	141,498
Designated:					
Traditional Buildings Repair Grant	123,376	20,000	(36,189)	6,450	113,637
Project fund	13,768	-	-	-	13,768
King Street Funding Initiative 2016-18	41,631	-	(5,393)	(14,195)	22,043
	337,277	38,299	(41,582)	(43,048)	290,946
Total Funds	354,830	379,722	(336,294)	-	398,258

STIRLING CITY HERITAGE TRUST (A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements for the year ended 31 March 2022 (continued)

11. Movements in funds (continued)

Restricted fund purposes: SCHT Business Plan 2021-22

Restricted funding is funding from Historic Environment Scotland for specific agreed purposes. The funding comprises both a capital and a revenue element, claimed quarterly and paid in arrears.

Traditional Buildings Health Check - TBHC

For the period to March 2022 this scheme is funded by grants from HES and fees charged to TBHC members for inspections, memberships and small repair schedules. The resources are applied to meet operational costs of running the scheme.

Education & Outreach Projects

This fund focuses on educational events and activities together with training in traditional skills. Funding was allocated to a stonemasonry contractor in the form of a bursary to support a Year 1 apprentice local to Stirling. This project was supported by Stirling Community Enterprise.

Due to the coronavirus pandemic, work within schools did not go ahead but the Trust staff supported Developing Young Workforce to look at ways to engage with local schools. Plans are in place for events in local schools in 2023.

An exhibition on Stirling architects, McLuckie & Walker, was delayed but was hosted in Made in Stirling in June 2021 and in April 2022 in the Stirling Smith. An exhibition looking at Stirling's Conservation Areas was delayed due to COVID-19 and is planned for summer 2022.

Further outreach work included working in partnership with local organisations including the Stirling Smith, Made in Stirling, Go Forth and Stirling Community Enterprise.

Strategic Review Funding

HES awarded £20,000 to the Trust to undertake strategic planning during 2021-22. Hall Aitken were commissioned to undertake a 5 year plan looking at the future direction of the Trust. This was further supported by additional work by Bruce Tait Associates specifically looking at diversifying funding.

King Street Funding Initiative

This was an ongoing funding initiative over 6 years (2012 – 2018) to comprehensively repair a number of properties in King Street and the surrounding area. The fund includes grants from HES. Any unallocated funds will be used for other city centre projects.

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHC member properties.

Unrestricted Funds:

General fund

This fund consists of both historic surpluses that are maintained at agreed levels under the Trust's Reserves Policy; unrestricted income of £5,000 from Stirling Council that is not designated to other Funds; and also subscriptions and inspection etc. fee income from the Traditional Building Health Check initiative.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2022 (continued)

11. Designated fund purposes:

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHC member properties. During the year £36,189 was disbursed by way of grants for that purpose. £20,000 of unrestricted Stirling Council grant was designated to this fund for 2021-22.

Project Fund

These funds have been designated to fund one-off projects that may arise. Unspent funds will be carried forward for use in the next period.

King Street Funding Initiative

Funding has been set aside from revenue grants received to supplement the restricted grant funding received from Historic Environment Scotland for this initiative. Unrestricted funds not allocated as at 31 March 2021 will be carried forward for use in the next period in line with city centre economic and enhancement aims of the fund.

12. Capital Commitments and Contingent Liabilities

There are capital commitments of grant funds allocated but not yet distributed at 31 March 2022 in the sum of £18,056.

The funding received from Historic Environment Scotland is subject to claw back in the event that it is not applied in accordance with the grant award terms.

13. Leasing commitment

The company entered into a three-year lease of its premises from November 2019. Future costs for rent and service charges amount to £5,761. (2021 £15,485)

The company entered into a three-year lease for a printer effective from November 2019. Future rentals amount to £518. (2021 £1,406)

14. Related Party Disclosures

During the period Stirling Council awarded a revenue grant of £25,000 (2021 - £25,000). Costs recharged by Stirling Council in relation to the Trust Manager's salary and expenses were £nil (2021 - £10,565). Creditors include £Nil (2021 - £nil) for these costs.

15. Ultimate Controlling Party

The Trust is under the control of the trustees who are also the directors of the charitable company.

16. Company Limited by Guarantee and not having Share Capital

The Trust is a company limited by guarantee and does not have share capital. In accordance with the Memorandum and Articles of Association every member of the Trust undertakes to contribute such amounts as may be required, not exceeding £1 each, to the assets of the Trust in the event of the Trust being wound up while being a member or within one year after ceasing to be a member. Such contributions would be towards the costs, charges and expenses of winding up the Trust and for adjustment of the rights of the contributions among themselves. The Trust had 10 Trustees at 31 March 2022.

17. Reconciliation of net movement in funds to net cash flow from operating activities

	31.03.22	31.03.21
	£	£
Net movement in funds	43,428	47,886
Adjustments for:		
Depreciation charges	3,335	3,593
Interest income from investing activities	(16)	(73)
Decrease / (increase) in debtors	38,793	(139,697)
Increase / (decrease) in creditors	3,705	(15,703)
Net cash (used) / provided by operating activities	<u>89,245</u>	<u>(103,994)</u>

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2022

	2022	2021
	£	£
Income		
Grants receivable	366,423	379,398
Subscriptions (TBHCS)	5,848	5,243
Inspection and other fees (TBHCS)	7,435	5,862
Bank interest receivable	16	73
	<u>379,722</u>	<u>390,576</u>
Expenditure		
King Street Funding Initiative 2012-15	5,276	30,832
King Street Funding Initiative 2016-18	5,393	6,786
Traditional Buildings Repair Grants	36,189	27,274
Education & Outreach Project	30,031	15,199
Project Fund Costs	-	-
Trust Manager's Costs	-	10,565
Wages	188,115	194,968
Staff Pension Costs	4,646	4,956
Professional Fees	4,731	5,657
Strategic Review Fees	15,744	-
Postage and Stationery	1,515	1,511
Marketing	3,963	4,399
HR Expenses	2,026	1,048
Rent & Rates	10,209	7,552
Heat & Light	1,296	1,147
Repairs and Renewals	-	-
Insurance	7,572	7,026
Telephone	1,250	835
Subscriptions	-	-
Staff Training / Workwear	3,292	2,639
Database Development Costs	-	4,860
Office Change Costs	-	-
Vehicle Leasing etc.	4,749	4,298
Sundry Expenses	701	625
IT Support	3,331	3,298
Bank Charges	410	322
Asset Depreciation / Disposals	3,335	3,593
Audit and Accountancy	2,520	3,300
	<u>336,294</u>	<u>342,690</u>
Net Incoming / (Outgoing) Resources	<u>43,428</u>	<u>47,886</u>

