

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

REPORT and FINANCIAL STATEMENTS

for the year ended 31 March 2023

**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 2023

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 2023. 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 2023:

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
Ms T Rich
Mr M Anderson
Mr E Hunter (Appointed June 2022)
Ms J Haddow (Appointed August 2022)

STIRLING CITY HERITAGE TRUST
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Trustees' Annual Report for the year ended 31 March 2023 (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.

Two new trustees were appointed during the financial year. Edward Hunter joined in June 2022 and has skills in commerce and banking. Julia Haddow was appointed in August 2022 and has considerable HR experience. Their appointments strengthen the expertise of the Board.

Organisation

The operations of the Trust are managed by the Trust Manager, Lindsay Lennie. The Trust typically operates with 6 staff – a part time Office Manager, Grants & Outreach Officer, two TBHC inspectors and Membership & Marketing Officer. During this financial year, three staff resigned – Julie Lonsdale (Office Manager) and the two inspectors, David Lindsay and Thom Simmons.

The Trust successfully recruited a new Office Manager, Angela Muirhead, who started in August 2022 and a new TBHC inspector, Chris Menzies, who started in March 2023. They join the existing staff of Rachael Purse and Katherine Allan. The remaining inspector post was not filled pending the start on the forthcoming Retrofit Project for 2023.

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. While usually the Trust receives 3 year funding from HES, post-Covid this was changed to single years up to 31 March 2023.

In summer 2022, an application was made for funding for 3 years from April 2023 until March 2026. The contract for this was issued on 30 March 2023 and provides the Trust with greater certainty and continuity. The HES 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 provide an annual grant of £25,000 which is used partly for repair grants and partly towards revenue. The Trust also earns a modest income from the Traditional Buildings Health Check (TBHC) and this is reinvested in delivering the TBHC service.

In November 2022, the Trust was awarded £3,000 to help in the delivery of a project to provide reminiscence boxes for residents in care homes, particularly those with dementia. This was from the Ideas, Innovation, Improvement Assessment Fund.

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.

STIRLING CITY HERITAGE TRUST
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Trustees' Annual Report for the year ended 31 March 2023 (continued)

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.

Related Parties

The Trust maintains close ties with Stirling Council, particularly staff in the Planning Department. There are regular meetings with the Conservation Officers to exchange ideas and good practice.

SCHT staff are also working closely with the Stirling Conservation Area Regeneration Scheme (CARS) Project Officer, supporting the delivery of this project.

Review of financial position

In addition to the unrestricted funds in reserve at the end of the financial year the Trust held £90,379 in restricted reserves for a number of grant initiatives. Refer to Note 11 for detail.

Plans for the future

During 2022, the Trust submitted an application for funding to HES for 2023-2026. This application focused on the delivery of the Traditional Buildings Health Check (TBHC) including expanding the service to beyond the City of Stirling to Bridge of Allan, Blairlogie and Dunblane. The TBHC is at the core of what the Trust delivers and repair grant applicants must be TBHC members.

The offer of 3 years of funding will provide certainty for the Trust and offer a period of continuity.

In a new development, the Trust applied to Stirling Council for UK Shared Prosperity funding to assist in the delivery of a Retrofit Project. This would involve the appointment of staff who are experienced in this area in order to offer TBHC members specialist advice on how to make their homes more energy efficient.

The Trust will continue with partnership working and the delivery of outreach projects including Women in Construction at local high schools as well as Dementia Reminiscence boxes for care home residents.

The national expansion of the TBHC remains on hold for the time being but SCHT is willing to help in the expansion if and when this is taken forward by HES.

STIRLING CITY HERITAGE TRUST
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Trustees' Annual Report for the year ended 31 March 2023 (continued)

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.

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:

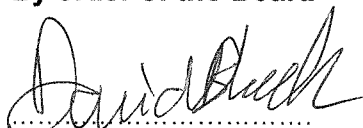
- there is no relevant audit information of which the charitable company's auditor is unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

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

17 August 2023

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Chairman's Statement

As always, it has been a busy year for the Trust.

We have had a number of changes in both staff and Trustees, and over the next two years, we will see more changes to the Board, as several of us reach the end of our second terms in office.

Fortunately, volunteering as a Trustee is proving to be an attractive proposition, and we have been able to secure new Trustees with a variety of skills and experience to strengthen the Board. This will continue as existing Board members retire over the next couple of years.

The Traditional Buildings Health Check Scheme continues to be at the heart of much of our activity, and this year, we will celebrate our 10th anniversary. We plan to showcase some of our projects as part of the celebration. Demand is increasing again, and we have continued with our repair grants programme and inspection service.

I am delighted that we will be able to continue the great work of TBHCS, following the award of three years funding from HES.

Looking forward, we will be entering new territory, having secured funding from the UK Shared Prosperity Fund. This will allow us to promote retro-fitting of traditional buildings to address climate change and make these buildings more energy efficient.

Our outreach activity continues to be popular and allows us to partner up with other local organisations to share skills and resources.

Our website and social media generate interest in the Trust, conservation, local buildings and stories, with regular articles being written and shared.

As part of Stirling Doors Open Days 2022, we developed the Conservation Areas Exhibition "Avenues to the Past" which was displayed in the exhibition area at Made in Stirling.

The accessible publication, "20 Great Buildings of Stirling" which was developed in partnership with the Stirling Smith Museum, has been widely distributed to care homes and Stirling Libraries service. It continues to be very well received.

Our Trustees and staff are committed to developing the Trust as the environment and priorities change, in order to ensure its continuing value for the Stirling community.

Once again, I'd like to thank our management, staff and Trustees for all their hard work and commitment.

David Black

17 August 2023

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 2023

Opinion

We have audited the financial statements of Stirling City Heritage Trust (the 'charitable company') for the year ended 31 March 2023 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 2023, 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
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Independent Auditor's Report to the Trustees and Members of Stirling City Heritage Trust for the year ended 31 March 2023 (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 2023 (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
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Independent Auditor's Report to the Trustees and Members of Stirling City Heritage Trust for the year ended 31 March 2023 (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.

17 August 2023

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Statement of Financial Activities (including income and expenditure account)
for the year ended 31 March 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
INCOME					
Income from charitable activities:					
Grants receivable	2	25,000	329,300	354,300	366,423
Subscriptions (TBHCS)		6,239	-	6,239	5,848
Inspection fees (TBHCS)		5,555	-	5,555	7,435
Other Income		300	-	300	-
Bank interest receivable		1,183	-	1,183	16
Total Income		38,277	329,300	367,577	379,722
EXPENDITURE					
Charitable activities	4	27,129	308,273	335,402	336,294
Total Expenditure		27,129	308,273	335,402	336,294
Net Income/(Expenditure) before transfers		11,148	21,027	32,175	43,428
Transfers	11	37,960	(37,960)	-	-
Net movement in funds for the year		49,108	(16,933)	32,175	43,428
Total funds brought forward		290,946	107,312	398,258	354,830
Total funds carried forward	11	340,054	90,379	430,433	398,258

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 19 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
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Statement of Cash Flows for year ended 31 March 2023

	Note	Year to 31.03.23 £	Year to 31.03.22 £
Cash flows from operating activities	17	<u>147,779</u>	<u>89,245</u>
Cash flows from investing activities:			
Interest income		1,183	16
Purchase of tangible assets		<u>(1,516)</u>	<u>(939)</u>
Net cash (used by) / received from investing activities		<u>(333)</u>	<u>(923)</u>
(Decrease) / Increase in cash and cash equivalents in the year		147,446	88,322
Cash and cash equivalents at the beginning of the year		251,402	163,080
Cash and cash equivalents at the end of the year		<u><u>398,848</u></u>	<u><u>251,402</u></u>

The notes on pages 13 to 19 form part of the financial statements.

STIRLING CITY HERITAGE TRUST
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Balance Sheet as at 31 March 2023

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Fixed Assets					
Tangible Assets	7	16,560	-	16,560	17,964
Current Assets					
Debtors	8	4,553	30,507	35,060	160,540
Cash at bank and in hand		322,863	75,985	398,848	251,402
Total Current Assets		327,416	106,492	433,908	411,942
Current Liabilities					
Creditors falling due within one year	9	(3,922)	(16,113)	(20,035)	(31,648)
Net Current Assets		323,494	90,379	413,873	380,294
Net Assets		340,054	90,379	430,433	398,258
The funds of the charity:					
Unrestricted Funds		340,054	-	340,054	290,946
Restricted Funds		-	90,379	90,379	107,312
Total charity funds	11	340,054	90,379	430,433	398,258

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 19 form part of the financial statements.

Approved by the Board of Directors on 17 August 2023 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 2023

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 March 2023 for funding from April 2023 until March 2026 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 2023

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

	2023	2022
	£	£
Historic Environment Scotland	326,300	341,423
Stirling Council	25,000	25,000
Stirlingshire Voluntary Enterprise	3,000	-
	354,300	366,423

3. Surplus / (deficit) for the year

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

	2023	2022
	£	£
Board of Directors and Members costs	-	-
Depreciation	2,920	3,335
Auditor's remuneration		
- Audit services	1,860	2,520
- Other services	-	-

4. Total expenditure

	Other Costs	Grant Funding	Total 2023	Total 2022
	£	£	£	£
Charitable Activities				
Trust Manager's Costs	-	-	-	-
Payroll and Other Costs	207,200	-	207,200	233,075
Professional Fees	38,267	-	38,267	20,475
Depreciation	2,920	-	2,920	3,335
	248,387	-	248,387	256,885
Outreach Project	-	8,495	8,495	30,031
Project Fund Costs	-	-	-	-
King Street Funding Initiative	-	5,792	5,792	10,669
Traditional Buildings Repair Grants 2022-23	-	70,868	70,868	36,189
	-	85,155	85,155	76,889
Governance Costs	1,860	-	1,860	2,520
Total	250,247	85,155	335,402	336,294

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 2023

5. Employees

	2023	2022
	£	£
Gross pay	148,011	175,061
Employers NI	15,266	17,054
Pension costs	2,840	4,646
Employment Allowance	(5,000)	(4,000)
	<u>161,117</u>	<u>192,761</u>

The Articles of Association preclude the payment of remuneration to directors and no fees were paid. One director was reimbursed £ Nil (2022 - £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 5 (2022 - 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 2022	36,744
Additions	1,516
Disposals	-
31 March 2023	<u>38,260</u>
Depreciation	
1 April 2022	18,780
Charge for year	2,920
On Disposals	-
31 March 2023	<u>21,700</u>
Net Book Value 31 March 2023	<u>16,560</u>
Net Book Value 31 March 2022	<u>17,964</u>

8. Debtors: amounts falling due within one year

	2023	2022
	£	£
Historic Environment Scotland	30,507	151,908
Inspection Fees / Recoverable Costs	-	95
Prepayments	4,553	8,537
	<u>35,060</u>	<u>160,540</u>

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

9. Creditors: amounts falling due within one year

	2023	2022
	£	£
Accruals	18,663	31,648
Other Creditors	1,372	-
	<u>20,035</u>	<u>31,648</u>

10. Analysis of Net Assets / Funds at 31 March 2023

	Unrestricted Funds	Restricted Funds	2023 Total Funds	2022 Total Funds
	£	£	£	£
Fixed assets	16,560	-	16,560	17,964
Current assets				
Debtors	4,553	30,507	35,060	160,540
Cash at bank and in hand	322,863	75,985	398,848	251,402
Current liabilities	(3,922)	(16,113)	(20,035)	(31,648)
Net Assets/Funds	<u>340,054</u>	<u>90,379</u>	<u>430,433</u>	<u>398,258</u>

11. Movement in Funds

	At 1 April 2022	Incoming Resources	Outgoing Resources	Transfers	At 31 March 2023
	£	£	£	£	£
Restricted Funds					
SCHT Business Plan 2022-23	-	294,300	(250,870)	(43,430)	-
Strategic Review Funding	4,256	-	(7,872)	3,616	-
King Street Funding Initiative 2012-15	8,056	-	(5,792)	1,854	4,118
Traditional Buildings Repair Grant 2019-2021	10,000	-	-	-	10,000
Traditional Buildings Repair Grant 2021 – 2022	85,000	-	(39,850)	-	45,150
Traditional Buildings Repair Grant 2022-2023	-	35,000	(3,889)	-	31,111
Total Restricted Funds	<u>107,312</u>	<u>329,300</u>	<u>(308,273)</u>	<u>(37,960)</u>	<u>90,379</u>
Unrestricted Funds					
General	141,498	18,277	-	-	159,775
Designated:					
Traditional Buildings Repair Grant	113,637	20,000	(27,129)	37,960	144,468
Project fund	13,768	-	-	-	13,768
King Street Funding Initiative 2016-18	22,043	-	-	-	22,043
	<u>290,946</u>	<u>38,277</u>	<u>(27,129)</u>	<u>37,960</u>	<u>340,054</u>
Total Funds	<u>398,258</u>	<u>367,577</u>	<u>(335,402)</u>	<u>-</u>	<u>430,433</u>

STIRLING CITY HERITAGE TRUST

(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements **for the year ended 31 March 2023 (continued)**

11. Movements in funds (continued)

Restricted fund purposes: **SCHT Business Plan 2022-23**

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 2023, 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.

An exhibition on Stirling's Conservation Areas 'Avenues to the Past' was hosted at Made in Stirling in September 2022 for Doors Open Days.

An accessible publication, '20 Great Buildings of Stirling' was published and was distributed to care homes and Stirling Libraries service. It is specifically aimed at people with dementia. The booklet was published in partnership with the Stirling Smith Art Gallery and Museum.

Funding was offered to Stirling Community Enterprise to support pre-apprenticeship training and upskilling of their own staff in traditional skills.

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 2023 (continued)**

11. Designated fund purposes:

Traditional Buildings Repair Grant

This scheme is intended to support the repair of TBHC member properties. During the year £70,868 was disbursed by way of grants for that purpose. £20,000 of unrestricted Stirling Council grant was designated to this fund for 2022-23.

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 2023 will be carried forward for use in the next period in line with city centre economic and enhancement aims of the fund.

12. Contingent Liabilities

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. It was agreed by the landlord, the Robertson Trust, to extend the lease by a further one year to November 2023 after which it is expected that a new lease will be negotiated. Future costs for rent and service charges amount to £5,761. (2022 £15,485)

The company entered into a three-year lease for a printer effective from November 2019. The lease for the printer terminated in January 2023 and the printer now belongs to the Trust. Future rentals amount to £nil. (2022 £1,406)

14. Related Party Disclosures

During the period Stirling Council awarded a revenue grant of £25,000 (2022 - £25,000). Costs recharged by Stirling Council in relation to the Trust Manager's salary and expenses were £nil (2022 - £10,565). Creditors include £Nil (2022 - £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 contributors among themselves. The Trust had 11 Trustees at 31 March 2023.

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

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

	31.03.23	31.03.22
	£	£
Net movement in funds	32,175	43,428
Adjustments for:		
Depreciation charges	2,920	3,335
Interest income from investing activities	(1,183)	(16)
Decrease in debtors	125,480	38,793
(Decrease) / Increase in creditors	(11,613)	3,705
Net cash (used) / provided by operating activities	<u>147,779</u>	<u>89,245</u>

STIRLING CITY HERITAGE TRUST
(A COMPANY LIMITED BY GUARANTEE)

INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2023

	2023	2022
	£	£
Income		
Grants receivable	354,300	366,423
Subscriptions (TBHCS)	6,239	5,848
Inspection and other fees (TBHCS)	5,555	7,435
Other Income (SCHT)	300	-
Bank interest receivable	1,183	16
	<u>367,577</u>	<u>379,722</u>
Expenditure		
King Street Funding Initiative 2012-15	5,792	5,276
King Street Funding Initiative 2016-18	-	5,393
Traditional Buildings Repair Grants	70,868	36,189
Education & Outreach Project	8,495	30,031
Project Fund Costs	-	-
Wages	158,277	188,115
Staff Pension Costs	2,840	4,646
Professional Fees	3,280	4,731
External Consultancy Fees	34,987	-
Strategic Review Fees	-	15,744
Postage and Stationery	1,085	1,515
Marketing	3,926	3,963
HR Expenses	1,918	2,026
Rent & Rates	10,498	10,209
Heat & Light	2,112	1,296
Insurance	7,527	7,572
Telephone	1,246	1,250
Staff Training / Workwear	2,626	3,292
Vehicle Leasing etc.	4,753	4,749
Sundry Expenses	1,383	701
IT Support	3,531	3,331
Website Development Costs	5,033	-
Bank Charges	445	410
Asset Depreciation / Disposals	2,920	3,335
Audit and Accountancy	1,860	2,520
	<u>335,402</u>	<u>336,294</u>
Net Incoming / (Outgoing) Resources	<u>32,175</u>	<u>43,428</u>