

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

Registered Company No: SC365515
Registered Charity No: SC41414

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

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BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name: Bute Community Land Company

**Registered Office and
Operational Address:** 69 Ardbeg Road
Rothesay
Isle of Bute
PA20 0NN

Charity Registration Number: SC041414

Company Registration Number: SC365515

Directors:	I. Jardine	Resigned 17/03/16
	A. Canavan	Resigned 22/09/16
	D. P. Vincent	
	E. Cooper	
	B. Hagart – Alexander	Resigned 24/11/16
	J. Reid	Appointed 14/09/16
	R. Mulholland	Appointed 24/11/16
	I. Carmichael	Appointed 24/11/16

Independent Examiners: James R B Ross
20 Tower Street
ROTHESAY
PA20 0BZ

Bankers: The Royal Bank of Scotland
37 Victoria Street
Rothesay
PA20 0AN

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2016

The Trustees are pleased to present their report with the financial statements of the charity for the year ended 30 September 2016. The legal and administrative information on page one forms part of this report.

Directors and Trustees

The directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The Trustees, who served during the year and since the year end, unless otherwise stated, were as follows:-

D. P. Vincent		
I. Jardine	-	Resigned 17 March 2016
A. Canavan	-	Resigned 22 September 2016
E. Cooper		
B. Haggart-Alexander	-	Resigned 24 November 2016
J. Reid	-	Appointed 14 September 2016
R. Mulholland	-	Appointed 24 November 2016
I. Carmichael	-	Appointed 24 November 2016

Governing Document

Bute Community Land Company is a limited company, limited by guarantee, governed by its Memorandum and Articles of Association. The original document created on incorporation was amended on 2nd May 2010 to accord with its charitable objectives.

Appointment and Training of Board Members

Membership of the group is open to all residents of the Isle of Bute registered on the electoral roll. The membership elects a Board of Directors who are responsible for the management of the group's assets and income. The Board meet regularly to manage and direct the affairs of the group.

The Directors of Bute Community Land Company are also charity Trustees for the purposes of charity law and are elected in accordance with the Memorandum and Articles of Association.

The Board may appoint co-opted members, being individuals, institutions or organisations which support the objectives of the group. Other individuals, charitable bodies, and commercial bodies may be invited to become associates of the group.

The Board consists of voluntary trustees who bring a diversity of experience from business and charity work. Where required the group undertakes training for trustees to ensure that they are aware of the responsibilities of trustees, the organisational structure and financial position of the group and its future plans and objectives.

Risk Management

The Board have assessed the major risks to which the group is exposed, and in particular those related to the operations and finances of the group, and are satisfied that systems are in place to mitigate any exposure to these risks.

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2016

Related Parties

An amount of £ - (2015: £1,900) was due from Bute Forest Ltd in relation to the sale of Christmas Trees. This amount has been written off in the year.

Objectives and Activities

Bute Community Land Company has been formed to benefit the community of the Isle of Bute as defined by all postcode units within postcode district PA20, with the undernoted objectives to be exercised following the principles of sustainable development (where sustainable development means development which meets the needs of the present without compromising the ability of future generations to meet their own needs).

The charitable objectives of Bute Community Land Company are:-

- To manage community land and associated assets for the benefit of the community and the public in general.
- To provide, or assist in providing recreational facilities, and/or organising recreational activities, which will be available to members of the community and the public at large with the object of improving the conditions of life of the community.
- To advance the education of the community in regard to its environment, culture, heritage and history.
- To advance environmental protection or improvement including preservation, and conservation of the natural environment, the maintenance, improvement or provision of environmental amenities for the community and/or the preservation of buildings or sites of architectural, historic or other importance to the community.

The principal activities of the Company in the period under review were:

- Decision to close the operational subsidiary Bute Forest Limited as a cost saving measure, as the company was not making a contribution to cover its running costs
- Development of plans for a Forest Centre and the advancement of funding and other proposals for this. The Centre is to become the focus of activities for the charity.
- Continuing public access to the Forest
- Enabling community groups to access the Forest.

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2016

Volunteers

The group acknowledges the significant assistance provided during the year by volunteers, who assisted in the operation of the charity and raising public awareness of its objectives.

Fundraising Activities

The principal source of funding during the year consisted of grants received from The Highlands and Islands Enterprise and a grant in relation to the Branching Out Project.

Investment Performance

The group's funds are held on deposit in bank accounts. The funds are held on deposit as they must be easily accessible. The low return on investment is acceptable given the need to ensure easy access to the funds held on deposit as they are required to fund the group's ongoing activities.

Financial Review

Reserves Policy

The Unrestricted reserves as of 30 September 2016 are £21,566. The charity's policy is to have reserves equal to approximately 3 months operating costs to cover their commitments as they fall due. 3 months worth of costs based on current expenditure levels would equate to around £1,000. The Trustees therefore currently hold reserves above their target.

Plans for Future Periods

The charity is planning to continue the development of the Rhubodach Forest with the help of their subsidiary Bute Forest Limited.

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 SEPTEMBER 2016

Trustees' responsibilities

The trustees (who are also directors of Bute Community Land Company 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;
- 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; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charitable company will continue on that basis.

The Trustees are responsible for keeping proper 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 and the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The trustees 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the provisions applicable to companies subject to the small companies regime of the Companies Act 2006.

Approved by the Trustees and signed on their behalf by:

.....
Name: J. Reid
Date: 1 June 2017

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
BUTE COMMUNITY LAND COMPANY

I report on the accounts of the charity for the year ended 30th September 2016 which are set out on pages 7 to 16.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:-

1. Which gives me reasonable cause to believe that in any material respects the requirements:
 - To keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - To prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met, or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

James R B Ross B.A.,C.A.
20 Tower Street
ROTHESAY
PA20 0BZ

1 June 2017

BUTE COMMUNITY LAND COMPANY
A company limited by guarantee)
STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)
FOR THE YEAR ENDED 30 SEPTEMBER 2016

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Incoming resources from generating funds					
- Voluntary income	3	-	-	-	-
- Activities for generating funds	4	-	-	-	400
- Investment Income	5	5	-	5	7
Incoming resources from charitable activities	6	-	8,254	8,254	2,436
Total Incoming Resources		5	8,254	8,259	2,843
Resources expended					
Costs of Generating Funds					
- Costs of generating voluntary income	7	-	-	-	-
- Charitable activities	7	5,528	364	5,892	4,747
- Governance costs	7	912	-	912	1,602
Total Resources Expended		6,440	364	6,804	6,349
Net Incoming/(outgoing) resources before transfers		(6,435)	7,890	1,455	(3,506)
Transfers		-	-	-	-
Net expenditure/income for the year		(6,435)	7,890	1,455	(3,506)
Total funds brought forward		28,001	398,539	426,540	430,046
Total funds carried forward	14,15	21,566	406,429	427,995	426,540

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

All incoming resources and resources expended derive from continuing activities.

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
BALANCE SHEET
AS AT 30 SEPTEMBER 2016

	Notes	£	<u>2016</u> £	<u>2015</u> £
FIXED ASSETS				
Tangible Fixed Assets	10		404,785	399,127
Investments	11		1	1
			-----	-----
			404,786	399,128
CURRENT ASSETS				
Trade Debtors	12	3,215		5,115
Cash at bank and in hand		21,818		24,121
		-----		-----
		25,033		29,236
Creditors: amounts falling due Within one year	13	1,824		1,824
		-----		-----
NET CURRENT ASSETS			23,209	27,412
			-----	-----
NET ASSETS			427,995	426,540
			=====	=====
Unrestricted Funds				
Designated Funds	14		-	-
General Funds	14		21,566	28,001
			-----	-----
			21,566	28,001
Restricted Funds	15		406,429	398,539
			-----	-----
TOTAL FUNDS			427,995	426,540
			=====	=====

For the year ended 30 September 2016 the company was entitled to exemption under section 477 of the Companies Act 2006. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of its financial year and of its profit and loss for the financial year in accordance with sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These Accounts are prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

Approved by the Trustees and signed on their behalf.

.....
Name: J. Reid

1 June 2017

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

1. Accounting Policies

a) Basis of preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below:

b) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activities are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Income is only deferred when

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

c) Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the fees for external scrutiny and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

BUTE COMMUNITY LAND COMPANY
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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

1. Accounting Policies (continued)

d) Taxation

The company is a charitable company within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

e) Tangible fixed assets and depreciation

Tangible fixed assets are capitalised, including any incidental expenses of acquisition.

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. Items of equipment are capitalized where appropriate.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Plant & Machinery	-	20% reducing balance
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Land – Rhubodach Forest

It is the charity's policy to maintain the Rhubodach Forest to a condition which is at least equivalent to the condition in which it was purchased. The Trustees review the carrying value of the forest on an annual basis. As at the 30th September 2016, the Trustees are of the opinion that no write down of the forest's value is required. No depreciation is therefore charged in respect of the forest.

f) Investments

Fixed Asset Investments are stated at cost less provision for diminution in value.

g) Group Accounts

The charity is entitled to exemption from preparing consolidated accounts under section 18 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and section 399 of the Companies Act 2006.

2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

3. Voluntary Income	Unrestricted	Restricted	2016	2015
	£	£	Total	Total
			£	£
Donations	-	-	-	-
	=====	=====	=====	=====
4. Activities for Generating Funds	Unrestricted	Restricted	2016	2015
	£	£	Total	Total
			£	£
Rental Income	-	-	-	400
	=====	=====	=====	=====
5. Investment Income	Unrestricted	Restricted	2016	2015
	£	£	Total	Total
			£	£
Bank Interest	5	-	5	7
	=====	=====	=====	=====
6. Incoming Resources from Charitable Activities	Unrestricted	Restricted	2016	2015
	£	£	Total	Total
			£	£
H. I. E. Grant	-	2,840	2,840	-
Grant Income	-	-	-	2,436
Argyll & Isles Grant	-	5,414	5,414	-
	-----	-----	-----	-----
	-	8,254	8,254	2,436
	=====	=====	=====	=====

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

7. Total Resources Expended

	Basis of Allocation	Voluntary Income	Charitable Activities	Governance	2016 Total	2015 Total
		£	£	£	£	£
Costs directly allocated to activities						
Branching Out Project Costs	Direct	-	364	-	364	-
Insurance	Direct	-	1,061	-	1,061	998
Accounts Fee	Direct	-	-	912	912	324
Depreciation	Direct	-	2,382	-	2,382	2,977
Bute Forest Limited – debt w/o	Direct	-	1,900	-	1,900	-
Support Costs allocated to activities						
Bank Charges	Direct	-	60	-	60	57
Admin / Office Costs	Direct	-	-	-	-	508
Telephone	Direct	-	-	-	-	225
Heat / Light	Direct	-	-	-	-	135
Miscellaneous Expenses	Direct	-	30	-	30	-
Companies House	Direct	-	-	-	-	1,125
Web Hosting Costs	Direct	-	95	-	95	-
		-	5,892	912	6,804	6,349

8. Staff Costs and Numbers

Staff costs were as follows:

	2016	2015
	£	£
Salaries and Wages	-	-
Total	-	-

No employee received emoluments of more than £60,000.

	2016	2015
	£	£
The average number of employees during the year was:	-	-

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

9. Related Party Transactions

No Trustees received any expenses during the year (2015: -).

No Trustees or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2015: -).

An amount of £ - (2015: £1,900) was due from Bute Forest Limited in relation to the sale of Christmas Trees. This was written off in this year.

10. Tangible Fixed Assets

	Development Costs	Land	Plant & Machinery	Total
	£	£	£	£
Cost				
At 01 October 2015	40,828	346,391	29,735	416,954
Additions	8,040	-	-	8,040

At 30 September 2016	48,868	346,391	29,735	424,994

Depreciation				
At 01 October 2015	-	-	17,827	17,827
Charge for the year	-	-	2,382	2,382

At 30 September 2016	-	-	20,209	20,209

Net Book Values				
At 30 September 2016	48,868	346,391	9,526	404,785
At 30 September 2015	40,828	346,391	11,908	399,127
	=====			

The net book value at 30 September 2016 represents fixed assets used for charitable purposes.

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

11. Fixed Asset – Investment

	Shares in group Undertaking and Participating interests	
	<u>2016</u>	<u>2015</u>
	£	£
Cost at 1 October 2015 (2014)	1	1
Disposal during the year	-	-
	-----	-----
Cost at 30 September 2016 (2015)	1	1
	-----	-----
Net book value		
At 30 September 2016 (2015)	1	1
At 30 September 2015 (2014)	1	1
	=====	=====

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows.

Company	Country of Registration or Incorporation	Shares Held Class	%
Participating Interest			
Bute Forest Limited	Scotland	Ordinary	100
		Capital and Reserves 2016	Profit/(Loss) for the year 2016
		£	£
Bute Forest Limited	The principal activity of the company is that of assisting in the development of the forest and tourism in the surrounding areas.	(4,107)	(5,006)
		=====	=====

BUTE COMMUNITY LAND COMPANY
(A company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

12. Debtors	2016	2015
	£	£
Other Debtors	3,215	3,215
Amounts owed by group undertakings	-	1,900
	-----	-----
	3,215	5,115
	=====	=====

13. Creditors: Amounts falling due within one year	2016	2015
	£	£
Trade creditors	-	-
Other creditors	1,824	1,824
	-----	-----
	1,824	1,824
	=====	=====

14. Unrestricted Funds

	Balance at 01/10/15	Movement in funds			Balances at 31/09/2016
	£	Incoming Resources	Expenditure (Gains)/losses	Transfers	£
		£	£	£	
General charitable funds	28,001	5	(6,440)	-	21,566
	-----	-----	-----	-----	-----
	28,001	5	(6,440)	-	21,566
	=====	=====	=====	=====	=====

15. Restricted Funds

	Balance at 01/10/15	Movement in funds			Balances at 30/09/2016
	£	Incoming Resources	Outgoing Resources	Transfers	£
		£	£	£	
Argyll & Isles	-	5,414	364	-	5,050
Development Costs	49,712	2,840	-	-	52,552
Rhubodach Forest Capital Fund	346,391	-	-	-	346,391
Miscellaneous	2,436	-	-	-	2,436
	-----	-----	-----	-----	-----
	398,539	8,254	364	-	406,429
	=====	=====	=====	=====	=====

Argyll & Isles Fund – this is funding for the Branching Out Project.

Rhubodach Forest Capital Fund – this is the cost of the land and associated costs of purchasing the land at Rhubodach Forest.

Development Cost Funds

This is funding from the Big Lottery towards the development of the Forest Centre £49,712 and H. I. E. funding of £2,840.

BUTE COMMUNITY LAND COMPANY
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NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 SEPTEMBER 2016

16. Analysis of Net Assets between Funds

	Fixed Assets	Fixed Asset Investments	Net Current Assets	Total
	£	£	£	£
Restricted funds	395,259	-	11,170	406,429
Unrestricted funds	9,526	1	12,039	21,566
	-----	-----	-----	-----
Total funds	404,785	1	23,209	427,995
	=====	=====	=====	=====

17. Control

The charity is controlled by its Directors, the Trustees.