

The Old Edinburgh Club

Trustees' Annual Report and Accounts for the year ended 31 August 2011

Scottish Charity Number SC006177

Contact address

25 West Relugas Road, Edinburgh EH9 2PW

Trustees

The Club is managed by a Council of paid-up members of the Club, consisting of nine office-bearers (the President, a Vice President, Secretary, Treasurer, Programme Secretary, Membership Secretary, Minutes Secretary, Editor and Publicity Officer) and up to nine Ordinary Members.

The members of Council are the trustees for the purposes of charity law. At the date of approval of this report they were:

President	Sheriff Andrew Bell*
Vice President	Dr Allen Simpson
Secretary	Dr Alan Borthwick
Treasurer	Mr Alan McKinney
Programme Secretary	Mr Graeme Cruickshank
Membership Secretary	Dr Allen Simpson
Minutes Secretary	Mr Graeme Rule
Editor	Dr Andrew G Fraser
Publicity Officer	Mr Colin Warwick
Ordinary Council Members	Mr Douglas Glass, Ms Asma Khan, Mr Charles Dundas, Dr James Irvine, Ms Bridget Stevens*, Mr Norman Butcher*, Mr Jerry Ozaniec*, Dr Robin Tait

They were all members of Council throughout the period from the start of the year reported on to the date of approval of this report, except for those marked * who became members of Council on 22 November 2010. The following person was also a member of Council during that period, and ceased to be a member of Council on 22 November 2010:

Dr Iain Gordon Brown

Governing document

The Club is a charitable unincorporated association with a constitution that sets out its purposes and administration arrangements. The constitution was last revised in November 2009.

Recruitment and appointment of trustees

The trustees (members of Council) are elected by and from the Club's membership at the Annual General Meeting, but the trustees do also have the power to co-opt additional trustees. The office-bearers are elected annually. The President and Vice President hold office for no more than three years. Ordinary Council Members are elected for three years: normally three of them retire annually by rotation and are not eligible for re-election as Ordinary Council Members for one year.

New trustees have their duties explained to them in full and are given a copy of OSCR's Guidance for Charity Trustees.

Charitable purposes

The purposes of the Club, as set out in its constitution, are the study of all aspects of the history of Edinburgh, and the promotion and encouragement of interest in Edinburgh by means of lectures, visits and publications.

Activities and achievements

During the 2010-11 year, the Club continued to hold its usual winter lecture series (6) and summer visits programme (3). The continued popularity of the Club's activities after the 2008 Centenary events was evident, and membership numbers remain buoyant.

Preparations are well in hand for Volume 9 of its occasional publication, 'Book of the Old Edinburgh Club'. The Club continued work on an index of a run of its previous publications in the belief that this will be of benefit to members and to the public at large.

Members of the Club Council were in contact with City Council staff about the reorganisation of the Edinburgh Central Library, which resulted in the Edinburgh Room being merged with the Scottish Library, to ensure that the needs of local historians were kept in mind.

Council agreed to change its independent examiner and has appointed a member of the Association of Charity Independent Examiners to undertake this task.

In addition the Club has updated its web pages and is now seeking to establish a method of payments through the PayPal.

Informal contact has also been established with other Edinburgh based like minded charitable organisations to determine if there are any opportunities for mutual assistance and co-operation.

Financial review

The Club received income of £7,297 (2010: £12,026) during the financial year, and £3,991 (2010: £8,096) was expended.

Reserves policy

The Club's unrestricted funds, which are the free reserves, were £25,088 at the year end. The funds are used in the furtherance of the Club's charitable activities. In the year 2011-12 they will partly be spent on continuing work on volume 9 of 'Book of the Old Edinburgh Club' and on the indexing of back issues of 'Book of the Old Edinburgh Club'. The Club will recommend to members at the 2011 AGM a change of its constitution, which will allow the Club to make grants to projects supporting aspects of Edinburgh's history, and if the constitutional change is approved it is possible that grants will be made in 2011-12. The restricted fund (£1,000) is for the purpose of producing an index for volumes 22 to 35 of 'Book of the Old Edinburgh Club'. The Council believes that its reserves are sufficient to meet the Club's purposes.

Risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Club, and are satisfied that systems are in place to mitigate exposure to the major risks.

Plans for the future

The Club will continue its work in the study of the history of Edinburgh

Acknowledgement

The trustees express their gratitude to the Lord Provost, Magistrates and Councillors of the City of Edinburgh, Patrons of the Club, for hosting the Club's Annual General Meeting in the City Chambers.

Approved by the trustees on 11 October 2011 and signed on their behalf

Alan Borthwick
Trustee

The Old Edinburgh Club
Statement of Receipts and Payments for the year ended 31 August 2011

	Note	2010-11 Unrestricted Funds £	2010-11 Restricted Funds £	2010-11 Total £	2009-10 Total Restated £
Receipts					
Voluntary income	2	6,108	-	6,108	10,007
Bank interest		80	-	80	70
Receipts from charitable activities	3	1,109	-	1,109	1,949
Total receipts		7,297	-	7,297	12,026
Payments					
Payments for charitable activities	4	3,393	-	3,393	7,555
Governance costs					
Independent examination		570	-	570	541
Council meetings		28	-	28	-
Total payments		3,991	-	3,991	8,096
Surplus/(deficit) for year		3,306	-	3,306	3,930

The Old Edinburgh Club
Statement of Balances for the year ended 31 August 2011

	Note	2010-11 Unrestricted Funds £	2010-11 Restricted Funds £	2010-11 Total £	2009-10 Total £
Balance at start of year		21,782	1,000	22,782	18,852
Surplus/(deficit) for year		3,306	-	3,306	3,930
Balance at end of year	6,7	25,088	1,000	26,088	22,782

Approved by the trustees on 11 October 2011 and signed on their behalf

Alan Borthwick
Trustee

The Old Edinburgh Club

Notes to the accounts for the year ended 31 August 2011

1. **Comparative figures.** This year the classification of various receipts and payments has been reviewed. The previous year's figures have therefore been restated to provide appropriate comparative figures.

2. **Voluntary income.**

	2010-11 Unrestricted Funds £	2010-11 Restricted Funds £	2010-11 Total £	2009-10 Total £
Membership subscriptions	5,990	-	5,990	5,973
Donations	118	-	118	-
Tax recovered	-	-	-	4,034
Total	6,108	-	6,108	10,007

A tax repayment of £1,552 in respect of 2010-11 was received after the end of the year.

3. **Receipts from charitable activities**

	2010-11 Unrestricted Funds £	2010-11 Restricted Funds £	2010-11 Total £	2009-10 Total Restated £
Sales: Book of the Old Edinburgh Club	305	-	305	348
Winter lecture guests	217	-	217	233
Summer visits	587	-	587	1,359
Other income	-	-	-	9
Total	1,109	-	1,109	1,949

4. **Payments for charitable activities**

	2010-11 Unrestricted Funds £	2010-11 Restricted Funds £	2010-11 Total £	2009-10 Total Restated £
Costs: Book of the Old Edinburgh Club	-	-	-	4,882
Winter lectures				
Hire of hall	420	-	420	-
Hire of hall: arrears	840	-	840	-
Speakers	270	-	270	274
Catering	67	-	67	-
Summer visits	557	-	557	1,116
Gifts	58	-	58	-
Miscellaneous	-	-	-	31
Printing	388	-	388	357
Photocopying, postage and stationery	693	-	693	882
Website and publicity	100	-	100	13
Total	3,393	-	3,393	7,555

5. **Trustee remuneration and expenses.** The trustees did not receive any remuneration or expenses during the year (2010: the same).

6. **Restricted funds**

	Balance at start of year £	Receipts £	Payments £	Balance at end of year £
Index Fund	1,000	-	-	1,000
Total	1,000	-	-	1,000

The Index Fund arises from a donation to produce an index for volumes 22 to 35 of the Book of the Old Edinburgh Club.

7. **Analysis of bank and cash balances at end of year.**

	2010-11 Unrestricted Funds £	2010-11 Restricted Funds £	2010-11 Total £	2009-10 Total £
Bank current account	502	-	502	1,773
Bank term deposit	24,586	1,000	25,586	21,006
Cash in hand	-	-	-	3
Total	25,088	1,000	26,088	22,782

Independent Examiner's Report to the Trustees of the Old Edinburgh Club

I report on the accounts of the charity for the year ended 31 August 2011 which are set out on pages 4 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1)(d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts 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 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with Section 44(1)(a) of the Act and Regulation 4 of the Accounts Regulations, and
 - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 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.

Dr Neil K Dickson AICB MCIE
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Date: