

# CASTLE LOCH LOCHMABEN COMMUNITY TRUST

SCOTTISH CHARITABLE INCORPORATED ORGANISATION NUMBER SC044045

## FIFTH ANNUAL REPORT AND ACCOUNTS FOR YEAR TO 31 MAY 2018

### Part 1 – Administrative Information.

**Charity Name & Address** Castle Loch Lochmaben Community Trust, c/o Reeds, Castle Loch, Lochmaben Lockerbie  
DG11 1 NN

**Website** [www.castleloch.org.uk](http://www.castleloch.org.uk)

**Facebook** [www.facebook.com/castlelochlochmaben](https://www.facebook.com/castlelochlochmaben)

<b>Charity trustees</b>	David Rose Chairman	Howard Baisden Vice-Chairman
	Freda Seddon Minute Secretary	Neill Smith Treasurer
	Tony Hancock	James Coles (resigned 27 March 2018)
	Hazel McNinch	Muriel Robinson (elected 27 March 2018)
	Ian Stewart	Tony Stewart
	Jack Wade	

**Project Officer** Darren Flint

**Bankers** Bank of Scotland, The Direct Business, PO Box 1000, BX2 1LB

**Solicitor** Alan Robertson, Harper Robertson & Shannon, 100 High Street, Annan DG12 6DW.

**Independent Examiner** Robert Murray, Cruachan, Hillbank Road, Lochmaben DG11 1RR

### Part 2 – Trustees' Annual report

**Structure Government and Management.** The Trust is a Scottish Charitable Incorporated Organisation governed by a Constitution dated 25 June 2013. Membership of the Trust is open to any individual aged 16 or over who is resident in the area covered by the Community Councils of Royal Burgh of Lochmaben & District, Templand & District and Royal Four Towns. Interested individuals resident outwith these areas can be admitted to membership but are unable to vote. There are currently 350 members. A minimum of 3 and a maximum of 10 Board Members/Charity Trustees are elected at each AGM. All of the Trustees must retire at each AGM but are eligible for re-election. Since 24 February 2014 a part time Project Manager, Darren Flint, has been in post.

**Objectives and Activities.** The Trust's purposes as laid out in the Constitution are:

- To advance environmental protection and improvement and
- To advance citizenship or community development through community ownership and management of Castle Loch, Lochmaben.

In pursuance of these objectives a dedicated team of volunteers has been established who regularly carry out a range of tasks around the Loch. Children's and youth groups have been encouraged to utilise the facilities and appreciate the importance of caring for this important environment. A large and growing number of members of the community of all ages access the path round the Loch and this inspired more people to become engaged in the management and protection of the area.

**Achievements and Performance. Volunteering:** The network of committed volunteers remains the bedrock of what the Trust achieves at Castle Loch, with 1004 (604hrs during 2016/17) volunteer hours donated. Work undertaken by the twice monthly work parties, plus adhoc events help and weather-related incidents included the clearance and



creation of a new section of footpath, removal of invasive species, filling potholes, making bat boxes, storm damage clearance and litter picking.

**Loch Users and Facilities:** The loch continues to have a wide range of users of all ages and interests, including sailing, fishing, wildlife enthusiasts, walkers, and joggers. Walking continues to be extremely popular with 17,910 undertaking the full 3-mile circuit of the loch during the year as recorded on the people counter, an average of 1492 per month (+1.5% on 2016/17). This is a conservative count as many other walkers use the site for shorter or linear walks because of numerous entry and exit points.

**Community Engagement:** The Trust undertakes regular activities with a range of local groups and educational bodies, both on site and remotely with talks to 10 local groups given in the last year. There have been nine primary school and youth group visits to the loch as part of their outdoor learning education. Activities have included creating a wildflower garden, rewilding for nature and building a bug hotel. Three Duke of Edinburgh Award teenagers have completed their Silver Award and one their Gold. Talks are frequently given to Dumfriesshire community organisations and visiting adult groups, particularly environmental and walking clubs. Local business supported in the last year included GLS Fencing, CCI (paths), Thorburns (barn conversion), Graham's Bakery and Pink Flamingo (event catering).

**Events, Marketing & Promotion:** The Trust again ran a broad program of events throughout the year for adults and families, including sponsored walk, painting competition, bat walk and children's short story competition. The Trust featured twice in the ITV Lookaround TV program: once to tell the story of the community buyout and the second for the RAW Eels in Classroom project. There was also regular coverage on BBC Radio Scotland Out of Doors and in the Annandale Herald and DG Standard. The Trust won two VOSCAR D&G Third Sector Awards for best Environmental Project and overall winner for Volunteer Involvement.

**Habitat Management:** Invasive/unwanted plants such as Himalayan balsam and rhododendron were cleared. Local botanists and bryophyte expert continued to survey the grassland and woodlands recording some 217 flora and 95 moss species. The general wildlife and in particular bird populations are well monitored throughout the year and an annual report is produced by Andy Riches.

**Future Plans.** A major priority for the coming year is to secure funding to continue to employ the Project Officer when the current funding runs out at the end of 2018. It is also planned to replace a 230 metre length of board walk which was installed more than 20 years ago and which is now difficult to maintain. Other projects at the planning stage are the upgrading of the track from the layby to the cottage and the patio in front of the cottage to make them more accessible and some rerouting of part of the footpath which is currently shared with farm traffic.

**Financial performance.** Receipts during the year exceeded payments by £9,992 due to grants being received in advance of expenditure and some generous donations. Funding is available to employ the Project Manager until 31 December 2018 and a high priority is to try to fund this post for at least one more year. The barn has recently been upgraded and this will use up the majority of the unrestricted balance. The Board expresses its sincere thanks to all funders including local residents who participate in regular giving schemes or make one off donations.

As ownership of the Loch and surrounding area can involve some unforeseen expenditure from time to time the Board's policy is to try to retain an unrestricted reserve of around £10k.

Signed on behalf of the Board.....

David Rose Chairman 24 July 2018



### Part 3 - Independent Examiner's Report to the Trustees of Castle Loch Lochmaben Community Trust

I report on the accounts of the charity for the year to 31<sup>st</sup> May 2018 as set out on pages 4 to 5.

#### 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 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 report.

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 explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

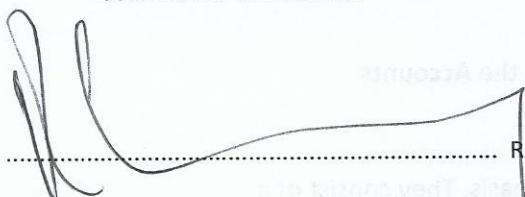
#### Independent examiner's statement.

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have 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.

  
..... Robert Murray.  
7 August 2018..

Address of Independent Examiner : Cruachan, Hillbank Road, Lochmaben, Lockerbie DG11 1RR .

## Part 4 - Receipts & Payments Account

	Notes	Unrestrict- ed Funds £	Restricted Funds £	Total 2018 £	Total 2017 £
<b>Receipts</b>					
Donations		7,680	0	7,680	13,790
Grants	5	0	25,905	25,905	25,747
Fundraising		762	0	762	733
Fishing permits		1,150	0	1,150	2,800
Insurance claims		479	0	479	0
Sale of merchandise		0	0	0	6
Gift Aid Tax		470	0	470	1,233
Sundry income		0	0	0	0
<b>Total receipts</b>		<b>10,541</b>	<b>25,905</b>	<b>36,446</b>	<b>44,309</b>
<b>Payments</b>					
Purchase of merchandise		0	0	0	0
Charitable activities	6	4,885	21,569	26,454	58,032
<b>Total payments</b>		<b>4,885</b>	<b>21,569</b>	<b>26,454</b>	<b>58,032</b>
<b>Surplus/deficit (-) for the year</b>		<b>5,656</b>	<b>4,336</b>	<b>9,992 -</b>	<b>13,723</b>

## Part 5 - Statement of Balances as at 31 May 2018.

	Unrestrict- ed Fund £	Restricted Fund £	Total 2018 £	Total 2017 £
Bank balance at start of year	14,628	6,517	21,145	34,868
Surplus/deficit (-) for year	5,656	4,336	9,992	-13,723
Total funds at end of year	20,284	10,853	31,137	21,145

## Part 6 - Notes to the Accounts

### 1. Accounting Policies

The accounts have been prepared on a receipts and payments basis. They consist of a summary of all monies received and paid via the bank and in cash during the year, along with a statement of balances. No adjustments have been made for any income due but not yet received, nor for any expenses incurred but not yet paid. Fixed assets are not capitalised.

### 2. Funds

Unrestricted funds are available for use at the Board's discretion in furtherance of the Trust's objectives. Restricted funds are those given for specific purposes.



### 3. Contingent Liability

Some grant funders may demand repayment of their grant in the event that it is likely that the Trust may have to stop operating, if the grant conditions are not met or in certain other defined circumstances.

### 4. Trustee Remuneration, benefits and expenses.

No Trustee received remuneration or reimbursement of expenses other than reimbursement of purchases made on behalf of the Trust.

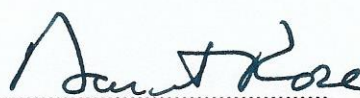
### 5. Grants received during the financial year.

	Unrestrict- ed Fund	Restricted Fund	Total 2018	Total 2017
	£	£	£	£
LEADER	0	155	155	8,565
D&GC Area Committee	0	0	0	7,182
Tesco	0	5,750	5,750	0
Awards 4 All	0	0	0	5,000
SSE Clyde Community Fund	0	4,000	4,000	5,000
The Robertson Trust	0	5,000	5,000	0
Hugh Fraser Foundation	0	5,000	5,000	0
SSE Moffat Fund	0	6,000	6,000	0
Others	0	0	0	0
	0	25,905	25,905	25,747

### 6. Expenditure on Charitable Activities

	Unrestrict- ed Fund	Restricted Fund	Total 2018	Total 2017
	£	£	£	£
Employee costs	0	18,914	18,914	22,537
Lochfield Cottage costs	2,869	90	2,959	6,692
Volunteer training	0	1,110	1,110	0
Insurances	650	0	650	616
Construction & maintenance of paths etc	1,269	234	1,503	570
Castle Mains Footpath Diversion	0	0	0	22,898
Leaflets & interpretation boards	0	561	561	780
Cottage feasibility study, plans etc	0	0	0	600
Tools & equipment	0	660	660	517
Other costs	97	0	97	2,822
	4,885	21,569	26,454	58,032

Signed on behalf of the Board.....



David Rose Chairman 24 July 2018