

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	1	9	2017	To	31	8	2018

Reference and administration details

Charity name	Maryculter Woodlands Trust
Other names charity is known by	
Registered charity number	SC044224
Charity's principal address	4 Oldman Road
	Maryculter
	Aberdeenshire
	Postcode AB12 5BZ

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ed Thorogood	Director (Vice-Chair)		MWT members
2	Inga Milne	Director		MWT members
3	Bill Caffyn	Director (Treasurer)		MWT members
4	Alice McAra	Director		MWT members
5	David Brainwood	Director (Chair)		MWT members
6	Susan Astell	Director (Secretary)		MWT members
7	Nigel Astell	Director		MWT members
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

Constituted as a Two Tier Scottish Charitable Incorporated Organisation. Constitution last amended in October 2017 (sent to OSCR via Brodies LLP)

Registered with OSCR on 26th August 2013.

Trustee recruitment and appointment

Appointment and removal of Directors is in accordance with the SCIO constitution. A Director is elected by members of the SCIO at an AGM and can serve for up to three years without seeking re-election i.e. all Directors, if they are still willing to serve, must seek re-election at least once every 3 years.

Co-opting of up to two additional Directors (subject to a maximum of 7 Board Directors) requires majority agreement of the elected Directors and all such co-opted Directors are obliged to stand-down no later than the next AGM.

Objectives and activities

Charitable purposes

- 1) to advance environmental protection including preservation, sustainable development, native habitat restoration and conservation of the natural environment (across fauna, flora and biota) in the community woodlands at Maryculter, Aberdeenshire;
- 2) to advance the education of the wider community about the natural history, environment, archaeological and cultural heritage of the Maryculter woodlands
- 3) to manage Community land and associated assets in a sustainable manner. e.g. by providing seasoned wood for local fuel
- 4) to promote, develop and manage projects and initiatives for recreation and leisure in the Maryculter woodlands

Summary of the main activities in relation to these objects

- Planted over 600 native trees in the reporting period (2,351 trees planted since purchase of the wood in 2016)
- Arranged a tree-planting event for Lairhilllock Primary School
- Mucky Boots Forest School expanded their operations to 15 pupils
- Completed thinning operations under 2nd felling licence
- Created a community orchard/ tree nursery
- Refurbished forest roads, including a new section of road
- Widened second entrance to improve public access

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Achievements and performance

Summary of the main achievements of the charity during the financial period

- We raised £45,928 in the reporting period including £24,050 in grants and £11,369 from gross trading receipts
- We spent £45,823 in the reporting period, mostly on refurbishing the forest roads and building a new 700m section of forest road to complete a 2.5km loop within the wood
- Created new mulched paths in the stands thinned under our second thinning licence
- Maintained monthly work parties for community members
- Arranged a community tree-planting event to celebrate Earth Day during which we planted 200 trees (out of 600 trees planted in reporting period)
- Supervised a work party for Nexen Petroleum UK
- Hosted a visit from Scottish Wildlife Trust (NE Scotland)
- Completed a plant survey for the wood (in collaboration with SWT) and recorded over 200 plant species
- Cleared gorse and birch saplings to restore area of heather moor
- Photographs of the wood appeared in a local book: *Under My Very Nose* by Ian Macilwain
- Awarded grant from Meikle Carewe Wind Farm Community Fund
- 4 Masters students from Aberdeen University conducted research in the wood
- Stan Brooks, a Masters student at Gray's School of Art, created an insect hotel in the wood in the shape of a nest. It is a circular structure 4m wide and 2m high and made from hardwood timber recycled from Sullom Voe Oil Terminal. This activity has since generated a lot of publicity in the local press and was featured on Radio Scotland

Financial review

Brief statement of the charity's policy on reserves

- MWT maintains surplus funds (unrestricted) in order to:
- Provide a contingency reserve for unexpected costs related to the management of the wood e.g. damage from storms
 - Provide a contribution towards new projects in the wood where only match-funding or limited grants are available

The MWT will aim to keep reserves of £2,000- £4,000

Details of any deficit

None

Donated facilities and services (if any)

None





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Other optional information

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	DAVID BRAINWOOD	EDWARD THOROGOOD
Position (e.g. Chair)	Chair	DIRECTOR & VICE-CHAIR
Date	8/5/19	02/04/19
Signature(s)		Inga Milne
Full name(s)	ALICE MCARA	INGA LIAN MILNE
Position (e.g. Chair)	DIRECTOR	DIRECTOR
Date	02/04/19	8.5.19
Signature(s)		Susan Astell
Full name(s)	WILLIAM CAFFYN	SUSAN MALCOLM ASTELL
Position (e.g. Chair)	DIRECTOR & TREASURER	
Date	02/04/2019	08'05.2019


Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	9	2017		31	8	2018

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	9,274				9,274	6,881
Legacies					-	
Grants	24,050				24,050	1,840
Receipts from fundraising activities	1,052				1,052	888
Gross trading receipts	11,369				11,369	8,933
Income from investments other than land and buildings					-	
Rents from land & buildings	183				183	182
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	45,928	-	-	-	45,928	18,724
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	45,928	-	-	-	45,928	18,724
A3 Payments						
Expenses for fundraising activities	657				657	582
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	44,545				44,545	12,614
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs	250				250	250
Other	371				371	372
					-	
A3 Sub total	45,823	-	-	-	45,823	13,818
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	45,823	-	-	-	45,823	13,818
Net receipts / (payments)	105	-	-	-	105	4,906
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	105	-	-	-	105	4,906

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period	
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	
B1 Cash funds	Cash and bank balances at start of year	6,875				6,875	1,969	
	Surplus / (deficit) shown on receipts and payments account	105				105	4,906	
						-		
						-		
	Cash and bank balances at end of year	6,980	-	-	-	6,980	6,875	
	(Agree balances with receipts and payments account(s))							
	Details			Fund to which asset belongs		Market valuation to nearest £	Last year to nearest £	
B2 Investments								
					Total	-	-	
	Details			Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £	
B3 Other assets	MWT - Purchase of Woodland		Unrestricted		240,000		240,000	
	<i>(NOTE: MWT purchased woodland in January 2016 at a cost of £240,000. The sale and disposal of all or part of the woodland is subject to the restrictions imposed by the Constitution of the MWT and is further subject to the prior approval of Forestry Commission of Scotland)</i>							
					Total	240,000	-	240,000
	Details			Fund to which liability relates		Amount due to nearest £	Last year to nearest £	
B4 Liabilities	Trustee Loans			Unrestricted - E Thorogood		-	-	
				Unrestricted - D Brainwood		-	-	
				Unrestricted - I Milne		-	-	
					Total	-	-	
	Details			Fund to which liability relates		Amount due (estimate) to nearest £	Last year to nearest £	
B5 Contingent liabilities								
					Total	-	-	
Signed by one or two trustees on behalf of all the trustees	Signature			Print Name			Date of approval	
				E J Thorogood			08 May 2019	

Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Temporary Loan from Trustees - repaid	-				-	(3,934)
K & H Witte	2,000				2,000	5,000
A Hand	4,200				4,200	1,600
Other	3,074				3,074	4,215
Total	9,274	-	-	-	9,274	6,881
	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £			Total current period to nearest £	Total last period to nearest £
AWPR Community	20,000				20,000	-
Kincardine Development Programme	4,050				4,050	1,840
					-	-
					-	-
Total	24,050	-			24,050	1,840
	-	-			-	-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
					-	
					-	
Total	-	-	-	-	-	-
	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Mulching & excavating	9,613				9,613	9,038
Nestboxes	561				561	1,271
Community events and workshops	414				414	176
Treeplanting	1,312				1,312	2,187
Southern Link Road Project	20,749				20,749	-
Reinstatement after felling	5,915				5,915	-
Tree nursery & orchard project	4,860				4,860	-
Noticeboards, nameplates & signs	121				121	- 58
Container	1,000				1,000	-
					-	-
					-	-
Total	44,545	-	-	-	44,545	12,614

Additional analysis (2)

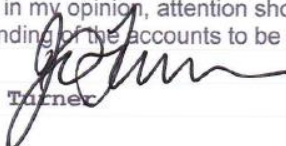
5 Breakdown of unrestricted funds

	Maryculter Woodland Trust	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	9,274				9,274	6,881
Legacies					-	-
Grants	24,050				24,050	1,840
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Sub total	-	-	-	-	-	-
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Payments						
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Net receipts / (payments)	105	-	-	-	105	4,906
Transfers to / (from) funds						
Surplus / (deficit) for year	105	-	-	-	105	4,906
Nature and purpose of funds						

APPENDIX 3

OSCr

Office of the Scottish Charity Regulator

Independent examiner's report on the accounts v2																					
Report to the trustees/members of	Charity name The Maryculter Woodland Trust																				
Registered charity number	SC044224																				
On the accounts of the charity for the period	<table border="1"> <thead> <tr> <th colspan="3">Period start date</th> <th colspan="3">Period end date</th> </tr> <tr> <th>Day</th> <th>Month</th> <th>Year</th> <th>to</th> <th>Day</th> <th>Month</th> <th>Year</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>September</td> <td>2017</td> <td></td> <td>31</td> <td>August</td> <td>2018</td> </tr> </tbody> </table>	Period start date			Period end date			Day	Month	Year	to	Day	Month	Year	1	September	2017		31	August	2018
Period start date			Period end date																		
Day	Month	Year	to	Day	Month	Year															
1	September	2017		31	August	2018															
Set out on pages	(remember to include the page numbers of additional sheets)																				
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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. 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 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 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 accounts.																				
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> 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 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 																				
Signed:																					
Name:	John Dean Turner																				
Date:	24-APR-2019																				
Relevant professional qualification(s) or body (if any):	Fellow of Chartered Institute of Management Accountants (FCMA)																				
Address:	3 Oldman Road Kirkton of Maryculter Aberdeen AB12 5BZ																				

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose

