

COMPANY REGISTRATION NUMBER SC132544

STEWARTRY COUNCIL OF VOLUNTARY SERVICE
FINANCIAL STATEMENTS
31 MARCH 2007

Charity Number SC014734

MARTIN AITKEN & CO
Chartered Accountants & Registered Auditors
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

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STEWARTRY COUNCIL OF VOLUNTARY SERVICE
MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name Stewartry Council of Voluntary Service

Charity number SC014734

Company registration number SC132544

Registered office 17 Castle Street
Kirkcudbright
Dumfries & Galloway
DG6 4JA

Trustees Christopher David Dunstan
Muriel Edgar
Sarah Barbara Findlay-Dean
Eliza Ann Gault
Margaret Anne Hopkins
Gordon Forbes Kinghorn
John Munn Love
Allan Lowden
Leon McCaig
Lilian Susan Murray
Edwin Sharkey
Andrew Ward
Kenneth James Crocket Smyth

Secretary Ruth Helen Graham Paterson

Auditor Martin Aitken & Co
Chartered Accountants
& Registered Auditors
Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

Bankers Unity Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

Bank of Scotland
15 St Mary Street
Kirkcudbright
DG6 4AD

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2007

The trustees, who are also directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2007.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Christopher David Dunstan
Muriel Edgar MBE
Sarah Barbara Findlay-Dean
Eliza Ann Gault
Christina Mary Harris
Margaret Anne Hopkins
Gordon Forbes Kinghorn
John Munn Love
Allan Lowden
Leon McCaig
Lilian Susan Murray MBE
Edwin Sharkey
Andrew Ward
Kenneth James Crocket Smyth

Kenneth James Crocket Smyth was appointed as a trustee on 23 November 2006.

Christina Mary Harris retired as a trustee on 30 November 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Stewartry Council of Voluntary Service was constituted as a company by guarantee, registered in Scotland with a registration number of 132544. It does not have a share capital and its Memorandum and Articles of Association is dated June 1991. The liability of members is limited to £1 each. The Directors are appointed in accordance with the terms of the Memorandum and Articles of Association from proposals submitted prior to the Annual General Meeting from the members of the company. Should the proposals exceed the number of vacancies for Directors then there will be a vote taken of the members present at the Annual General Meeting with vacancies filled based on the highest votes cast until all vacancies are filled. The company is also a recognised charity with a registered charity number of SC014734. The Trustees have delegated the responsibility of day to day management to Ruth Paterson.

Trustees are nominated by the membership of the company. Their induction is handled by selected Board Members and the Manager and involves discussions in respect of the current and future activities of the organisation, a review of the accounts and Board minutes.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

OBJECTIVES AND ACTIVITIES

Stewartry Council of Voluntary Service is an independent voluntary organisation formed to promote the general good of the community in the Stewartry of Dumfries and Galloway and elsewhere. It exists to support the voluntary sector and to assist organisations in coming together for common purposes and local people in gaining access to the decision making process within their community.

It aims to present and to develop new ways of responding to needs in partnership with statutory and other health, social work, housing, employment, environmental and recreational agencies in the social and economic regeneration of the area.

ACHIEVEMENTS AND PERFORMANCE

Over the year SCVS has continued to work to fulfil the core activities set by the Scottish Executive. Core funding was augmented by ERDF funding and Dumfries and Galloway Council funding.

Our core activities were:

- Understanding the Sector
- Communicating with the Sector
- Representing the Sector
- Providing Support Services
- Promoting Good Practice
- Growing the Sector

Understanding the Sector

dgInfo

SCVS continued to support dgInfo over the year to develop a web based information database of voluntary organisations in Dumfries and Galloway. The Database is searchable by activity and geographical location. In November of 2006, dgInfo was split off into a separate Company Ltd by Guarantee with its own charitable status. All funds were transferred in the new Limited Company's bank account.

Electronic Mailing Lists

Three electronic mailing lists were set up for the Premises group; Rural Policy and Regeneration Initiatives and Stewartry Voluntary Health Network. There has been high use of these distribution lists on a regular basis for dissemination of relevant information and for consultation purposes.

Understanding the concerns of Voluntary Health Organisations

A voluntary sector reference group for Health was launched in June 2006 – the Stewartry Voluntary Health Network. The network has met 4 times this year and was launched with the participation of Voluntary Health Scotland who facilitated a discussion on voluntary sector representation and participation with particular reference to Community and Local Health Partnerships.

Concerns about Voluntary Sector Accommodation

SCVS continued work on creating better accommodation in the form of a shared resource for the voluntary sector in the Stewartry. An electronic mailing list was used to consult, update and collect information on voluntary sector needs for improved accommodation. The issue was highlighted in the Stewartry Community Plan due to last year's survey by SCVS; two papers have been taken to community planning structures by SCVS and this awareness raising filtered further up in the Council into Asset Management; Property Services and the Community Planning Joint Board. Meetings have been held with property services; council representatives and a voluntary sector network meeting discussed and confirmed the need and enthusiasm for shared accommodation lead by SCVS. An application to Investing in Ideas was made by SCVS to develop a feasibility study for a shared

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Concerns about Voluntary Sector Accommodation (continued)

resource but due to the ongoing discussions between BiG Lottery and the CVS network around a portfolio investment this application fell.

Rural Policy

At the end of August SCVS hosted a Rural Policy focus group on behalf of SCVO Research Team.

New Policy Issues

SCVS continued to keep abreast of developments in policy and in particular this year has been involved with procedures in response to the Charity and Trustees Bill by OSCR; Vulnerable Adults Vetting Procedures; the Social enterprise strategy; BiG Lottery strategy policies; Scottish Executive's Vision for the Voluntary sector including Compact development; changes to local government boundaries and voting procedures; new procurement legislation and some employment legislation. We passed on information about these matters in as many formats as possible to our members and the sector in general.

On an organisational basis – SCVS Board have endorsed a paper developed by DG Federation of CVS proposing a format for joint working between the local CVS network and Volunteer Action under the aims of 'Distinct Synergy'.

Communicating with the Sector

Newsletters

SCVS Newsletters were produced in April, June, September, November and February. These continued to be well received with positive feedback with people using the newsletters as a relevant source of information.

The Board prioritised the hard copy newsletter as a key piece of work as opposed to the news pages of the website. Due to pressure of work and lack of resources this meant that it was not possible to keep a live news page of the website up to date. However, e-circulation lists have been used and offer possibilities for expansion and cutting postage costs.

Networking and consultation

SCVS Development worker became chair of the Stewartry Community Health Action Partnership (CHAPS) - a vehicle for networking between a range of voluntary organisations and the Local Health Partnership. Over the year the Stewartry CHAPS was been involved in supporting the development of an exercise project for older people in care; a forum for developing sports initiatives for local disabled people; an alcohol awareness initiative. Stewartry Voluntary Health Network met four times during the year and responded to the Mental Health Improvement plan; Dumfries and Galloway Health and Community Care Plan as well as discussing a number of issues of common concern.

Complimenting her work on Child Protection issues, SCVS Development worker on behalf of the Children's services Management facilitated the involvement of childcare representatives across Dumfries and Galloway to come together to develop a forum to discuss childcare training and child protection issues. This work is being taken forward in collaboration with D & G Fed CVS.

SCVS newsletter produced information on 21 policy and consultation issues over the year.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Representing the Sector

Stewartry CVS continued to help the voice of the voluntary sector to be heard at a number of partnerships during 06-07 as follows:

- Stewartry Local Rural Partnership (SLRP)
- Stewartry Community Health Action Partnership & Physical Activity Forum
- Dumfries and Galloway Lifelong Learning Partnership
- D & G Local Social Economy Partnership
- Leader +
- D & G Inclusive Communities Forum (for SLRP)
- D & G Community Health Partnership
- Health and Community Care Plan Editorial group;
- Stewartry Adult Learning Partnership;
- Stewartry Local Health Partnership;
- Children's Services Child Protection Voluntary Sector Forum
- D & G Voluntary Sector Funding Forum.

Community planning structures were reviewed during 06-07. The voluntary sector successfully put forward two representatives on the Community Planning Joint Board from D & G Federation CVS and D & G Citizens Advice Service. SCVS and D & G Federation Officers and Chairs have set up a system to ensure regular communication regarding community planning and other joint working matters.

Providing Support Services

Development Support

SCVS continued to provide support on a one-to one basis with a wide range of organisations both on a one off basis and on an ongoing intensive support basis.

- 76 voluntary organisations were assisted over the year with business planning, funding applications, legal structures, and management support and development issues

Support and advice re: Protection of Children (Scotland) Act (PoCSA)

- 55 individuals were put through disclosure procedures during 2006 – 2007
- 21 organisations were assisted with this service, six of whom completed Trusted partnership status

Office Services and Annual Charity Fayre

- 90 community groups and an average of 20 individuals per week used office services and equipment hire
- 29 groups were supported through the Annual Charity Fayre
- Administrative support to Greyfriars House meeting rooms which are used regularly by approximately 25 groups

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Community Car

In January 2007, SCVS was able to purchase a second hand People Carrier from D & G constabulary. The Community Car project was initiated in the last quarter of the year with work going into setting up systems for hire etc as well as liaison with the D & G Accessible Transport Forum, WRVS Car Scheme and local community minibus schemes. A joint publicity initiative to attract volunteers was launched and the car started to be hired out to organisations and community groups.

Promoting Good Practice

During this year SCVS updated guides on charity formation, company formation and the responsibilities of management committees. We also; updated our training resources with new OSCR guidance and other materials e.g Governance Stories; updated governing documents.

Five training events held covering Full cost recovery; committee skills/governance and two focus group events. Total attendees 52.

SCVS has supported the dissemination of information and awareness raising of equality and minority issues highlighted by various organisations including Stewartry Coalition of Disabled People, LGTB and the local Rural Partnership.

Our thanks go to a Board member, Maggie Hopkins, who voluntarily took on work with Dumfries and Galloway Community Learning and Development Service to promote and appraise the applications and judging for the Community Learning (CLAW) Awards.

Growing the Sector

In many senses all of our work is about growing the sector, helping it to develop and move forward in a positive and constructive way. However, in terms of growing new starts in the sector SCVS offered development support to eight brand new community organisations.

In addition SCVS Organiser and Development worker gave in depth and ongoing management support to two local organisations, Galloway Eco-health Project and Stewartry Family Support Group over the year.

New Deal programme 18-24 year olds

In addition to our core activities, during 06-07, SCVS continued to maintain a valuable service under contract with Job Centre Plus delivering work experience for 18-24 year olds. 157 young people participated in work experience and 47% moved into employment.

We would like to thank the wide range of providers of work experience who support young people through this programme.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

- Board Stoopid
- Ex – Service Club
- British Heart Foundation
- Cats Protection
- D&G Council/
Combined Services
Planning &
Environment
- D&G Citizens Advice
Service
- Focus
- Furniture Project
- JHP Training
- National Tyres
- Smugglers Grill
- South Rhins Web
Design
- Wigtown Animal
Welfare
- Canine Rescue
- Crown Hotel Langholm
- Marie Curie
- Oxfam
- Shelter
- Tonys Valeting
- Gardenwise Florist
Annan
- Nithcree Training
- Newbarns Farm
- Sanquhar Books
- SWT
- Debra
- Handyman's Stranraer
- Southernness Golf Club
- Sue Ryder
- Welfare Rights
- Mossburn Animal
Sanctuary
- Andy Gibson
- Food Train
- Franca Bruno
- Snips Salon
- CD Community Centre
- Galloway Furniture
Company
- Helmet Integrated
Systems
- Pound Saver
- Briery Park
- Wee Sleekit
- YANA
- Barnardo

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

FINANCIAL REVIEW

The accounts have been prepared in accordance with current statutory requirements and the Charity's Memorandum and Articles of Association.

Risk Management

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

Results

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

The accounts show funds of £104,529 of which £23,917 are restricted funds.

Reserves Policy

Unrestricted reserves will be maintained to provide for contingency planning. Reserves will be maintained at a level that ensures that Stewartry Council of Voluntary Service's core activities could continue during a period of unforeseen difficulty.

The Trustees have estimated that the level of free reserves (that is those funds not tied up in fixed assets, restricted or designated funds) the charity still require to sustain its operations represents three months running costs. They estimate this would be £67,000.

As unrestricted free reserves (those unrestricted funds, not tied up in fixed assets or designated as to use) currently stand at £40,091 (2006 £26,955) the trustees will aim to build up reserves in the future.

Unrestricted reserves at 31 March 2007 are £80,612, but this includes a sum of £32,371 which the directors have designated for the purchase of suitable premises when they become available.

Financial Summary

In 2006/07 Stewartry Council of Voluntary Service continued to accrue a surplus, as reflected in the financial statements.

It must be appreciated that the associated projects of SCVS that are grant aided, are restricted in nature and therefore any net incoming resource that may accrue over the activities of one year will normally be used to maintain the project over the balance of the life of the project. Any project surpluses that accrue are ring fenced as restricted funds to allow the aims of that project to be achieved and do not form part of unrestricted funds of SCVS.

PLANS FOR FUTURE PERIODS

Stewartry Council of Voluntary Service will continue to grow and take all opportunities available to extend its role in the local social network with continued support for local community operations. It aims to maintain current services, in particular New Deal and build on its current success to support similar ventures in the future.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITOR

A resolution to re-appoint Martin Aitken & Co as auditor for the ensuing year will be proposed at the Annual General Meeting.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Registered office:
17 Castle Street
Kirkcudbright
Dumfries & Galloway
DG6 4JA

Signed on behalf of the trustees

Gordon Forbes Kinghorn
Chair

Ruth Paterson
Company Secretary

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STEWARTRY COUNCIL OF VOLUNTARY SERVICE
INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
STEWARTRY COUNCIL OF VOLUNTARY SERVICE
YEAR ENDED 31 MARCH 2007

We have audited the financial statements of Stewartry Council of Voluntary Service for the year ended 31 March 2007 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2005).

This report is made exclusively to the members, as a body, in accordance with section 235 of the Companies Act 1985, and to the charity's trustees, as a body, in accordance with section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the members and the charity's 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 charity, its members as a body and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND AUDITORS

The responsibilities of the trustees (who are the directors of the charity for the purposes of company law) for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006. We also report to you if, in our opinion, the information given in the Trustees' Annual Report is consistent with the financial statements, if the charity has not kept proper accounting records, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed, or if we have not received all the information and explanations we require for our audit.

We read the other information published with the financial statements and consider whether it is consistent with the audited financial statements. The other information comprises only the Trustees' Annual Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to other information.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF STEWARTRY COUNCIL OF VOLUNTARY SERVICE *(continued)*

YEAR ENDED 31 MARCH 2007

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available to Small Entities, in the circumstances set out in note nineteen to the financial statements.

OPINION

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 March 2007 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with the Companies Act 1985; the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006;
- the information given in the Trustees' Annual Report is consistent with the financial statements.

Caledonia House
89 Seaward Street
Glasgow
G41 1HJ

MARTIN AITKEN & CO
Chartered Accountants
& Registered Auditors

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STEWARTRY COUNCIL OF VOLUNTARY SERVICE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2007

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	68,475	24,066	92,541	138,202
Investment income	3	1,708	692	2,400	1,807
Incoming resources from charitable activities	4	33,953	147,781	181,734	202,684
TOTAL INCOMING RESOURCES		104,136	172,539	276,675	342,693
RESOURCES EXPENDED					
Charitable activities	5	(95,393)	(189,290)	(284,683)	(363,616)
Governance costs	6	(12,539)	(2,138)	(14,677)	(5,405)
TOTAL RESOURCES EXPENDED		(107,932)	(191,428)	(299,360)	(369,021)
NET OUTGOING RESOURCES BEFORE TRANSFERS					
Transfer between funds	8	5,825	(5,825)	–	–
NET EXPENDITURE FOR THE YEAR		2,029	(24,714)	(22,685)	(26,328)
RECONCILIATION OF FUNDS					
Total funds brought forward		78,584	48,630	127,214	153,542
TOTAL FUNDS CARRIED FORWARD		80,613	23,916	104,529	127,214

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 21 form part of these financial statements.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

BALANCE SHEET

31 MARCH 2007

	Note	2007 £	£	2006 £
FIXED ASSETS				
Tangible assets	11		16,601	14,790
CURRENT ASSETS				
Stocks	12	200		100
Debtors	13	27,052		27,461
Cash at bank and in hand		77,757		112,448
		105,009		140,009
CREDITORS: Amounts falling due within one year	14	(17,081)		(20,718)
NET CURRENT ASSETS			87,928	119,291
TOTAL ASSETS LESS CURRENT LIABILITIES			104,529	134,081
CREDITORS: Amounts falling due after more than one year	15		-	(6,867)
NET ASSETS			104,529	127,214
FUNDS				
Restricted income funds	16		23,917	48,628
Unrestricted income funds	17		80,612	78,586
TOTAL FUNDS			104,529	127,214

These financial statements were approved by the members of the committee on the and are signed on their behalf by:

Gordon Forbes Kinghorn
Chair

The notes on pages 15 to 21 form part of these financial statements.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 1985.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Incoming resources

Incoming resources comprise donations, grants, investment income and income from all other sources classified under headings to which they are directly attributable in accordance with the sorp.

Donations and grants are credited to the statement of financial activities (the "sofa") in the year which they are received. Investment income and other sources of income are included on an accruals basis and brought in when they fall due. All income is specified as restricted or unrestricted.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Transfers between funds during the year is the re-allocation of monies received as internal restricted funds which should be shown as unrestricted.

Resources expended

Resources expended are accounted for on an accruals basis and have been classified under headings to which they are directly attributable, in accordance with the SORP as follows:

Charitable activities

- Costs incurred in furthering the objectives of the charity.

Governance costs

- Consists of the costs of the accounts preparation and any expenditure incurred in compliance with the legal requirements of the charity.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

1. ACCOUNTING POLICIES *(continued)*

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	- 15% Reducing Balance
Fixtures & Fittings	- 25% Reducing Balance
Motor Vehicles	- 25% Reducing Balance
Computer and other IT Equipment	- 25% Reducing Balance
Photocopier	- 25% Reducing Balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Pension costs

The charity operates a defined contribution pension scheme. Contributions payable for the year are charged in the income and expenditure account.

Taxation status

The company has charitable status and is exempt from taxation. The company is not registered for VAT and accordingly any irrecoverable VAT is included in the expenditure concerned.

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Donations				
Donations	800	5,147	5,947	1,000
Grants receivable				
Scottish Executive grant	–	2,273	2,273	51,047
Dumfries and Galloway grant	8,990	12,445	21,435	11,638
ERDF grant	29,050	4,201	33,251	47,395
Big lottery	–	–	–	7,269
BFCVS Income	–	–	–	2,123
SCVO Income	29,635	–	29,635	17,730
	68,475	24,066	92,541	138,202

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

3. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Bank interest receivable	1,708	692	2,400	1,807
	-----	-----	-----	-----

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Affiliation fees	570	–	570	980
Office rental	8,665	105	8,770	7,313
Photocopying and admin	8,134	–	8,134	10,310
Expenses reimbursed	1,576	7,253	8,829	10,974
Community car hire	–	109	109	–
Management fees	15,000	–	15,000	8,399
Maintenance contract	–	–	–	483
Other Income	8	32	40	1,781
DWP Jobcentre Plus	–	140,282	140,282	148,295
Data manager	–	–	–	14,149
	-----	-----	-----	-----
	33,953	147,781	181,734	202,684
	-----	-----	-----	-----

5. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Costs of charitable activities	95,393	189,290	284,683	363,616
	-----	-----	-----	-----

6. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Accountancy fees	4,117	501	4,618	149
Audit fees	7,179	58	7,237	3,049
Legal fees	(26)	1,579	1,553	658
Costs of trustees' meetings	1,269	–	1,269	1,549
	-----	-----	-----	-----
	12,539	2,138	14,677	5,405
	-----	-----	-----	-----

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

7. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2007	2006
	£	£
Staff pension contributions	6,169	4,978
Depreciation	4,851	4,428
Auditors' remuneration:		
- audit of the financial statements	7,079	3,049
- other fees (see below)	4,087	149
	=====	=====

Auditor's fees

The fees charged by the auditor can be further analysed under the following headings for services rendered:

	2007	2006
	£	£
Audit	7,079	3,049
Accountancy	4,087	149
	-----	-----
	11,166	3,198
	=====	=====

8. FUND TRANSFERS

Transfers between funds during the year are the re-allocation of costs transferred between restricted and unrestricted projects operated by the charity. These transfers total £5,825 as shown on the Statement of Financial Activities.

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2007	2006
	£	£
Wages and salaries	143,725	166,955
Social security costs	12,851	16,081
Other pension costs	6,169	4,978
	-----	-----
	162,745	188,014
	=====	=====

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2007	2006
	No	No
Number of administrative staff	9	9
	====	====

Reimbursed expenses of £1,269 (2006 £1,546) relating to cost of trustees meetings were paid to 8 trustees during the year.

No trustees or persons connected to them received remuneration in the year.

No employee received emoluments of more than £60,000 during the year (2006 - Nil).

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

10. DEFINED CONTRIBUTION PENSION SCHEME

The charity operates a defined contribution pension scheme. The pension cost for the year was £6,169 (2006 - £4,978). The assets of the scheme are held separately from those of the charity in an independently administered fund. There were no outstanding or prepaid contributions at the year end.

11. TANGIBLE FIXED ASSETS

	Copier £	Furniture & equipment £	Furniture & Fittings £	Motor Vehicles £	Computers £	Total £
COST						
At 1 Apr 2006	6,400	9,619	11,797	–	10,070	37,886
Additions	5,442	258	–	2,938	–	8,638
Disposals	(6,400)	(110)	–	–	–	(6,510)
At 31 Mar 2007	5,442	9,767	11,797	2,938	10,070	40,014
DEPRECIATION						
At 1 Apr 2006	4,534	4,646	7,972	–	5,944	23,096
Charge for the year	1,361	768	956	734	1,032	4,851
On disposals	(4,534)	–	–	–	–	(4,534)
At 31 Mar 2007	1,361	5,414	8,928	734	6,976	23,413
NET BOOK VALUE						
At 31 Mar 2007	4,081	4,353	2,869	2,204	3,094	16,601
At 31 Mar 2006	1,866	4,973	3,825	–	4,126	14,790

The directors of SCVS have not entered into any major capital expenditure commitments during the current financial year or after the year ended 31 March 2007 (2006 £nil).

12. STOCKS

	2007 £	2006 £
Stock	200	100

13. DEBTORS

	2007 £	2006 £
Trade debtors	27,052	27,461

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

14. CREDITORS: Amounts falling due within one year

	2007	2006
	£	£
Trade creditors	8,854	8,853
Other creditors	–	1,039
Accruals	8,227	10,826
	<u>17,081</u>	<u>20,718</u>
	=====	=====

15. CREDITORS: Amounts falling due after more than one year

	2007	2006
	£	£
Trade creditors	–	6,867
	----	-----

16. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2006	Incoming resources	Outgoing resources	Transfers	Balance at 31 Mar 2007
	£	£	£	£	£
Community car fund	–	6,926	(2,771)	(531)	3,624
SCVS	–	18,232	(20,156)	1,924	–
New Deal	33,971	140,781	(143,516)	(10,943)	20,293
DG info	10,248	6,581	(21,439)	4,610	–
SOSNET	4,411	18	(3,544)	(885)	–
	<u>48,630</u>	<u>172,538</u>	<u>(191,426)</u>	<u>(5,825)</u>	<u>23,917</u>
	=====	=====	=====	=====	=====

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
Restricted Income Funds:			
Community car fund	2,203	1,421	3,624
New Deal	6,248	14,045	20,293
	<u>8,451</u>	<u>15,466</u>	<u>23,917</u>
	-----	-----	-----
Unrestricted Income Funds:			
Designated Funds	–	32,371	32,371
General Funds	8,150	40,091	48,241
	<u>8,150</u>	<u>72,462</u>	<u>80,612</u>
	-----	-----	-----
Total Funds	<u>16,601</u>	<u>87,928</u>	<u>104,529</u>
	=====	=====	=====

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

18. RELATED PARTY TRANSACTIONS

SCVS has not entered into any related party transactions with any of its directors, their families or businesses during the financial year (2006 £nil). DG Info, which is formally a project of Stewartry Council of Voluntary Service, is set up as a separate company limited by Guarantee and began operating on 20th November 2006. The Board of DG Info has some common directors. With Stewartry Council of Voluntary Service but both companies operate separately and have no financial or operational links. DG Info has been registered as a charity with OSCR.

19. APB ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

MANAGEMENT INFORMATION

YEAR ENDED 31 MARCH 2007

The following pages do not form part of the statutory financial statements which are the subject of the independent auditor's report on pages 11 to 12.

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2007

	2007 £	2006 £
INCOMING RESOURCES		
VOLUNTARY INCOME		
Donations	5,946	1,000
Scottish Executive grant	13,098	51,047
Dumfries and Galloway grant	10,610	11,638
ERDF grant	33,251	47,395
Big lottery	–	7,269
BFCVS Income	–	2,123
SCVO Income	29,635	17,730
	<u>92,540</u>	<u>138,202</u>
INVESTMENT INCOME		
Bank interest receivable - property account	845	540
Bank interest receivable	1,555	1,267
	<u>2,400</u>	<u>1,807</u>
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES		
Affiliation fees	570	980
Office rental	8,770	7,313
Photocopying and admin	8,134	10,310
Expenses reimbursed	8,829	10,974
Community car hire	109	–
Management fees	15,000	8,399
Maintenance contract	–	483
Other Income	40	1,781
DWP Jobcentre Plus	140,282	148,295
Data manager	–	14,149
	<u>181,734</u>	<u>202,684</u>
TOTAL INCOMING RESOURCES	<u>276,674</u>	<u>342,693</u>

STEWARTRY COUNCIL OF VOLUNTARY SERVICE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2007

RESOURCES EXPENDED	2007	2006
	£	£
CHARITABLE ACTIVITIES		
Cost of sales - Purchases	61,376	96,287
Staff costs - Wages & Salaries	143,725	166,955
Staff costs - Employer's NIC	12,851	16,081
Staff costs - Pension costs	6,169	4,978
Establishment - Rates & Water	3,939	4,878
Establishment - Light & heat	1,444	2,380
Establishment - Repairs & maintenance	-	1,694
Establishment - Insurance	350	813
Establishment - Other	-	8,708
Motor vehicle expenses	16,958	20,803
Motor and travel costs - Other	2,036	-
Office expenses - Telephone	5,491	5,148
Office expenses - Other	15,609	15,065
Depreciation	4,851	4,428
Other (user-defined)	5,529	48
Training	3,624	5,142
Advertising	732	5,208
Management fee	-	5,000
	284,684	363,616
	-----	-----
GOVERNANCE COSTS		
Accountancy fees	2,815	149
Audit fees	7,237	3,049
Legal fees	3,353	658
Costs of trustees' meetings	1,269	1,549
	14,674	5,405
	-----	-----
TOTAL RESOURCES EXPENDED	299,358	369,021
	-----	-----
NET OUTGOING RESOURCES FOR THE YEAR	(22,684)	(26,328)
	-----	-----