

REGISTERED COMPANY NUMBER: SC317093 (Scotland)
REGISTERED CHARITY NUMBER: SC037983

**Report of the Trustees and
Unaudited Financial Statements For The Period 22 February 2007 to
29 February 2008
for
Friends of Culzean**

Andrew P Sinclair B.Acc C.A. C.T.A.
Sinclair Scott
Chartered Accountants
3 Wellington Square
Ayr
Ayrshire
KAT IEN

Friends of Culzean

Report of the Trustees for the Period 22 February 2007 to 29 February 2008

The trustees who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the period 22 February 2007 to 29 February 2008. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

INCORPORATION

The charitable company was incorporated on 22 February 2007 and commenced operations on the same date.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
SC317093 (Scotland)

Registered Charity number
SC037983

Registered office
4 Ewenfield Park
AYR
Ayrshire
KA7 2QG

Trustees

J D Rattenbury	Retired Teacher	- appointed 22.2.07
N G Geddes	Solicitor	- appointed 22.2.07
Lord D T Kennedy	Farmer	- appointed 22.2.07
J R Wylie	Retired Business Manager	- appointed 22.2.07

Company Secretary
J D Rattenbury

Independent Examiner

Andrew P Sinclair B.Acc C.A. C.T.A.
Sinclair Scott
Chartered Accountants
3 Wellington Square
Ayr
Ayrshire
KA7 1EN

Bankers

Royal Bank of Scotland
Ayr Chief Office
30 Sandgate
Ayr
KA7 1BY

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 1985.

Related parties

Friends of Culzean is associated with the following bodies which are connected to or supported by the charity:

- Culzean Castle and Country Park
- National Trust for Scotland

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Friends of Culzean

Report of the Trustees
for the Period 22 February 2007 to 29 February 2008

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the company are as follows :

- (1) the company has been established for charitable objects only.
- (2) the company has been established to support the National Trust for Scotland (Scottish Charity Number SC007410) with regard to their property, Culzean Castle and Country Park, by whatever means are suitable within the context of charitable activities including raising funds, encouraging donations and sponsorship, organising and helping with events and business activities.
- (3) the activities of the Friends of Culzean must be undertaken with the agreement of the management of Culzean Castle and Country Park.

Volunteers

Friends of Culzean also undertook to support and reward the many volunteers that work at Culzean. To achieve this, a 'Be a Friend of Culzean' scheme where all volunteers are automatically 'Friends' of Culzean. Those who were not volunteers could also become Friends by donating £36 or more per year. A range of activities including get-togethers, film nights, visits to local Indian restaurants and special opportunities to explore areas of the Castle and Park not normally open to the public have been arranged for Friends during this first year.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The first task of Friends of Culzean was to take over the operation of the Second Hand Bookshop which had been set up during the previous year and managed by the National Trust for Scotland (NTS) staff at the property, with the funds going through Culzean's accounts. Friends of Culzean has taken that task off the NTS staff shoulders and has allowed the Bookshop funds to be ring-fenced for the direct benefit of Culzean Castle and Country Park.

The funds generated through the bookshop have enabled two major events to be held at Culzean that would not otherwise be possible. These were a Jousting Tournament that was very successful in attracting a large number of families to the property - a key objective of the NTS. The new-look Christmas event held on the first two Sundays in December needed considerable support. The new Enchanted Castle event was targeted at young children and every room in the castle was decked out as the scene of a different fairy story. The dozens of volunteers involved were in full costumes. The event was a terrific success and fully justified the investment made.

FUTURE DEVELOPMENTS

We have enjoyed a very successful first year. The next year will involve consolidation and some improvement in procedures. We may also explore some additional fundraising activities such as an eBay shop, if time allows.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:

**Independent Examiner's Report to the Trustees of
Friends of Culzean**

I report on the accounts for the period 29 February 2008 set out on pages four to seven.

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's 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 the independent examiner's report

My examination was 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 seeking explanations from you as 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 connection with 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 to comply with Regulation 8 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.

Andrew P Sinclair B.Acc C
Sinclair Scott
Chartered Accountants
3 Wellington Square
Ayr
Ayrshire
KA7 1EN

Date:

Friends of Culzean

Statement of Financial Activities
for the Period 22 February 2007 to 29 February 2008

	Notes	Unrestricted funds £
INCOMING RESOURCES		
Incoming resources from generated funds		
Voluntary income	2	127
Activities for generating funds	3	31,928
Investment income	4	<u>134</u>
Total incoming resources		32,189
RESOURCES EXPENDED		
Costs of generating funds		
Fundraising trading: cost of goods sold and other costs		1,200
Charitable activities		
Charitable activities		21,917
Governance costs		<u>576</u>
Total resources expended		23,693
NET INCOME FOR THE PERIOD		<u>8,496</u>
TOTAL FUNDS CARRIED FORWARD		<u>8,496</u>

The notes form part of these financial statements

Friends of Culzean

Balance Sheet
At 29 February 2008

	Notes	Unrestricted funds £
CURRENT ASSETS		
Cash at bank and in hand		
CREDITORS		
Amounts falling due within one year	6	9,371
		(875)
NET CURRENT ASSETS		<u>8,496</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		8,496
NET ASSETS		<u>8,496</u>
FUNDS		
Unrestricted funds	7	8,496
TOTAL FUNDS		<u>8,496</u>

The charitable company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the period ended 29 February 2008.

The trustees have not required the charitable company to obtain an audit of its financial statements for the period ended 29 February 2008 in accordance with Section 249B(2) of the Companies Act 1985.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements were approved by the Board of Trustees on 15 Dec 2008 and were signed on its behalf by:

of these financial statements

Notes to the Financial Statements
for the Period 22 February 2007 to 29 February 2008

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Companies Act 1985 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the charitable company qualifies as a small charitable company.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	£
Donations	19
Subscriptions	<u>108</u>
	<u>127</u>

3. ACTIVITIES FOR GENERATING FUNDS

	£
Sale of second hand books	30,038
Sale of drinks and snacks	<u>1,890</u>
	<u>31,928</u>

4. INVESTMENT INCOME

	£
Interest receivable	<u>134</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 29 February 2008.

Trustees' Expenses

There were no trustees' expenses paid for the period ended 29 February 2008.

Friends of Culzean

Notes to the Financial Statements - continued
for the Period 22 February 2007 to 29 February 2008

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Accrued expenses	£ <u>875</u>
------------------	-----------------

7. MOVEMENT IN FUNDS

	At 22/2/07 £	Net movement in funds £	At 29/2/08 £
Unrestricted funds			
General fund	-	8,496	8,496
TOTAL FUNDS	<u>-</u>	<u>8,496</u>	<u>8,496</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	32,189	(23,693)	8,496
TOTAL FUNDS	<u>32,189</u>	<u>(23,693)</u>	<u>8,496</u>

8. RELATED PARTY DISCLOSURES

The charity operates within premises in the grounds of Culzean Castle and Country Park owned by the National Trust for Scotland. No market value rental is charged by the National Trust, but the charity makes donations towards the maintenance and upkeep of the premises.

Friends of Culzean

Detailed Statement of Financial Activities
for the Period 22 February 2007 to 29 February 2008

INCOMING RESOURCES

£

Voluntary income

Donations

Subscriptions

19

108

127

Activities for generating funds

Sale of second hand books

Sale of drinks and snacks

30,038

1,890

31,928

Investment income

Interest receivable

134

Total incoming resources

32,189

RESOURCES EXPENDED

Fundraising trading: cost of goods sold and other costs

Drinks and snacks supplies

1,200

Charitable activities

Insurance

282

Postage and stationery

367

Sundries

88

Culzean summer tournament donation

5,000

Enchanted castle donation

16,000

Equipment donation

180

21,917

Governance costs

Accountancy

576

Total resources expended

23,693

Net income/(expenditure)

8,496