

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020  
FOR  
THE SCOTTISH CIVIC TRUST**

Bannerman Johnstone Maclay  
Chartered Accountants  
and Statutory Auditor  
213 St Vincent Street  
Glasgow  
G2 5QY

**THE SCOTTISH CIVIC TRUST**

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FOR THE YEAR ENDED 31 MARCH 2020**

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# THE SCOTTISH CIVIC TRUST

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

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The trustees present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **A Message from the Chair**

For two reasons, this is an interesting time for me to write this annual message. First, it covers the first complete year in post for our new Director, Dr Susan O'Connor. And second, I am approaching the end of my four-year term as the Trust's Chair.

Susan has brought energy, expertise and creativity to the organisation and this is reflected in the wide range of activities covered elsewhere in this report. As the year ended, we were all struck by the COVID-19 pandemic and the world around us changed more dramatically than any of us could have possibly predicted. Under Susan's leadership, the Trust's staff have responded collectively and individually in a way that is a credit to them and to the Trust, and we are proud of them and grateful to them.

About to stand down as Chair offers me an opportunity to reflect on not just the past year, but on the past four years (strictly speaking, three-and-a-half years from September 2016 to March 2020). The Trust now feels now like a very different organisation from the one that started out over fifty years ago. The Trustees represent a much wider section of society, and the Board has a reasonable gender balance, though the latter cannot be said about the nearly all female staff! That change is a reflection of the world around us, where there is now much greater participation by local groups in the shape and future of their communities, and with that a correspondingly greater expectation that they will be meaningfully involved by their elected representatives. The Trust stands firmly behind such groups, and we hope that through our various initiatives we can reinforce the collective strength of that network - sharing challenges, ideas and solutions. It is through such sharing and new partnerships that we can all pull together to make Scotland's cities, towns and villages better places to live, work and grow up in - for this and future generations.

Colin McLean

### **Our Values**

- We are robust and independent in advocating for Scotland's places and spaces
- We are positive about the future of the built environment
- We lead thinking on Scotland's civic spaces
- We collaborate across the heritage sector and beyond to develop ideas that tackle exclusion
- We support community groups looking after their locality

We are proud to represent Scotland's civic sector and strive to ensure our amenity groups are active, empowered, and educated to make a difference in their locality.

### **Our Vision**

Thriving, beautiful and well cared for places and buildings, which help to support and sustain a high quality of life.

### **Our Mission**

To celebrate Scotland's built environment, take action for its improvement and empower its communities.

### Our Activities This Year

The Scottish Civic Trust had an extremely busy year in 2019, as we initiated our national heritage mentoring programme and delivered our ambitious Doors Open Days 30th anniversary festival.

Our My Place Mentoring programme, which provides support to community groups at an economic or geographic disadvantage, helped groups from Skye to Wick develop their heritage plans. It has been our great pleasure to provide advice, a sounding board or a helping hand to local groups who want to look after their heritage and we are looking forward to another two years of support.

In keeping with our planning remit, we commented on a wide range of planning applications that had a national impact. On behalf of our member groups, we raised issues relating to planning reform to the Scottish Government, and we also supported them in commenting on planning submissions related to their local area.

We coordinated several high-profile national celebrations of our heritage and the people who support it, including Doors Open Days, My Place Awards, and My Place Photography Competition. By managing and promoting these events, we hope to encourage greater awareness of the architecture and places that contribute to the visual and civic identity of Scotland.

Doors Open Days is Scotland's largest architecture and culture festival and biggest heritage volunteering event, taking place every September. With our help, more than 100,000 people gained free access to over 1000 buildings that are either normally closed to the public or charge an entrance fee. We celebrated Doors Open Days' 30th anniversary in 2019 with a unique and wide-ranging programme that increased the accessibility of Doors Open Days to even more people and built on our existing partnerships with others in the sector. In particular, we placed a focus on funding venues' accessibility needs, amplifying diverse heritage and expanding Doors Open Days to the Argyll Islands and The Western Isles.

Our My Place Awards celebrate the transformational impact communities can have on their locality by leading its regeneration. Each year, the Trust calls for nominations from community groups around Scotland for new buildings, restoration projects, landscape designs and other placemaking projects that have had a positive impact for a local neighbourhood. In 2019, we marked the success of the winning Bellsbank community in Ayrshire, whose housing refurbishment scheme spearheaded an inspiring regeneration of their area. This project and eleven others were shortlisted and celebrated in an exhibition at Glasgow's Lighthouse.

Our My Place Photography Competition is a Scotland-wide built environment photography competition for young people aged 4-18. The competition encourages young people to look at the places and spaces that surround them and to interpret them through the medium of photography. We were delighted to receive over 500 entries in 2019, which we displayed at an exhibition at Glasgow's Lighthouse.

Our Diverse Heritage project has built upon the activities conducted and relationships developed during the past year to engage under-represented groups in active participation in Scotland's local heritage. This includes supporting the multicultural Glendale Women's Café to create activities for Doors Open Days, hosting mapping workshops in Edinburgh and Glasgow to record and celebrate Scotland's queer heritage, partnering with the University of St Andrews and disabled persons' organisations to create virtual tours of some of Scotland's best buildings, and working with young people from Strengthening Communities for Racial Equality Scotland (SCORE) to create content for Black History Month.

In October, we delivered a presentation to the Council of Europe on our research project We are Culture - Strategies for More Inclusive European Heritage Days. The project saw Scotland leading research looking more broadly at engaging marginalised groups to connect with heritage with Doors Open Day's focuses on (Black and Minority Ethnic) BAME Groups and Queer heritage. Engagement and research has been carried out through Scottish Civic Trust projects, partner projects, and through consultation and questionnaires with the network of 50+ EHD National Coordinators. The final toolkit, which is available from our website, offers practical guidance on planning and delivering inclusive activities, based on the experiences of the co-leads.

## THE SCOTTISH CIVIC TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

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We held Heritage Hooleys in Dumfries and Lerwick, to provide our local groups with the opportunity to meet with stakeholders and funders in an informal setting. We were delighted by how well they were received and the enthusiasm of the participants. We look forward to repeating them in different locations in the coming year and continuing to grow our national network.

All of our activities took place thanks to the generous support of our main funders, including Historic Environment Scotland, the Heritage Fund, the Scottish Government, the William Grant Foundation, Aberdeen Standard Investments, the Council of Europe and the Durisdeer Foundation. We are also grateful to our smaller donors, whose contributions and in-kind support is hugely valuable to our continued work.

#### **Our Plans for Next Year**

We are delighted to be playing an active role in delivering the Make your Mark campaign for inclusive heritage volunteering. The campaign, which we will be helping launch later in 2020, is a joint project by the Our Place in Time Working Group for Heritage Volunteering. We see increasing the diversity in heritage volunteering as very much aligned to our strategic priorities and look forward to seeing further cross fertilisation between the campaign and our core activities over the coming year.

The Covid-19 pandemic has provided us with many challenges, but also the opportunity to focus resources on digital heritage opportunities. We had already begun work on a range of digital heritage projects for cultural and physical accessibility reasons and have been pleased by how well they have been received during this time. As a result, we will be investing considerable effort in making sure we are doing as much as we can to help the sector become more digital-ready and open.

The Climate Crisis is increasingly in our sights - particularly because of our eighteenth century offices - and we are planning a program of works to Tobacco Merchants House in 2020/21 to help proof it against changes in the weather.

Finally, the Black Lives Matter movement has spurred us to begin work on our own anti-racism policy. We will be discussing this with our Board in due course and will look forward to the positive change this will inspire.

## THE SCOTTISH CIVIC TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

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#### FINANCIAL REVIEW

During the year ended 31 March 2020 Scottish Civic Trust's activities generated income of £358,982 (2018/19: £329,239) relative to expenditure of £354,926 (2018/19: £288,145), resulting in an operating surplus of £4,056. Adjusting for unrealised investment movements there was an overall deficit of £4,274, caused by a market downturn close to the year-end resulting in unrealised investment losses at that date of £8,330 (2018/19: overall net income surplus of £41,137).

Total funds accordingly declined marginally, from £292,904 to £288,630. The total of cash and investments held was £91,741 (2018/19: £90,952). Accordingly the Trustees are of a view that the fluctuations in the income and expenditure of the Scottish Civic Trust are manageable in the context of predictable ongoing activity and the support of the balance sheet. It should be noted that following the lockdown arrangements declared by the UK Government and Scottish Government on 23 March 2020 the Trust has been able to access support under the UK Government's Coronavirus Job Retention Scheme and also engaged with local support funding as a Glasgow-based charity.

#### Investment Policy

The Trust maintains a portfolio of diversified equity fund instruments aimed at supporting our revenues and providing liquidity if necessary. The portfolio composition and performance is regularly monitored.

#### Reserves policy

The Trust has maintained in recent years around £90,000 in liquid assets to provide a buffer against unanticipated major fluctuations in either income or unexpected expenditure requirements. This level compares to overheads of around £200,000, and also acts as a reserve against major property expenditures in respect of the "A" listed Tobacco Merchants' House, which represents the tangible asset shown in the Balance Sheet.

The trustees have established a Capital Fund for the long-term preservation of the building and have committed to annual contributions as part of the organisational budget. The Trustees also review from time to time the financing arrangement relating to the property. In certain circumstances the part funder of the purchase, Heritage Lottery Fund, has repayment rights under the related agreements. The Trustees do not currently expect crystallisation of this contingent liability.

#### Risk Management Policy

The Trust maintains an active Risk Register and assessment process, using the Charities Commission template CC26. Risk issues are regularly considered at Trustee meetings. The trust also regularly reviews management accounts and follows systems and procedures policies.

#### Financial Planning

The Trust undertook strategic planning exercises in 2017 and review of Trustee appointment ponderers in 2019. Further consideration of its development potential is ongoing and will encompass the appointment of a new Chairman and growth of the Trustee base in 2020.

Continuance of the positive relationship with Historic Environment Scotland, in which SCT acts as a delivery agency for complementary projects, allows the Trust to assist in the delivery of HES objectives. We anticipate continuing collaboration in the years to come.

## **THE SCOTTISH CIVIC TRUST**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Trustees of the Scottish Civic Trust are appointed for two three-year terms, with further eligibility depending on the discretion of other Trustees. The policy of the Trust is to achieve a wide range of relevant experience within the Trustee body. Appointments are reviewed every three years.

The practical work of the Trust is supported and enhanced by the following sub-committees:

- Strategy and Communications Committee
- Trustee Recruitment Committee
- Finance and Audit Committee
- Technical Committee

The Trust had 11 Trustees and an executive staff of 7 at the end of the reporting period. Trustees are unremunerated and meet on a quarterly basis.

## THE SCOTTISH CIVIC TRUST

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

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#### REFERENCE AND ADMINISTRATIVE DETAILS

**Patron** - The Prince Charles, Duke of Rothesay, KG, KT, GCB, OM, AK, QSO, PC, ADC

**President** - Professor Sir James Dunbar-Nasmith, CBE

**Scottish Charity Number:** SC012569

#### **Address:**

The Tobacco Merchant's House  
42 Miller Street  
Glasgow  
G1 1DT

#### **Current Trustees (at 31 March 2020):**

C McLean (Chair)  
S Andrew  
J M Di Ciacca  
J M Gibson  
A Laird  
C McAlpine-Scott  
H Sim  
F Sinclair  
P Smail  
E Taylor

#### **Senior Staff:**

S O'Connor (Director)

#### **Bankers:**

Bank of Scotland, 167-201 Argyle Street, Glasgow, G2 8BU

#### **Auditors:**

Bannerman Johnstone Maclay, 213 St Vincent Street, Glasgow, G2 5QY

#### **Investment Custodians:**

Charles Stanley & Co. Limited, 2 Multrees Walk, St Andrews Square, Edinburgh, EH1 3DQ

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).



**THE SCOTTISH CIVIC TRUST**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2020**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued**

The law applicable to charities in Scotland, the Charities and Trustee Investment (Scotland) Act 2005, Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution, requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- 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 business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution. They 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.

Approved by order of the board of trustees on 3<sup>rd</sup> September 2020 and signed on its behalf by:



.....  
C McLean (Chair) - Trustee

## **REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE SCOTTISH CIVIC TRUST**

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### **Opinion**

We have audited the financial statements of The Scottish Civic Trust (the 'charity') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

## REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE SCOTTISH CIVIC TRUST

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### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

We have been appointed as auditors under Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

### **Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' 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 and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Bannerman Johnstone Maclay*

Bannerman Johnstone Maclay  
Chartered Accountants  
and Statutory Auditor  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
213 St Vincent Street  
Glasgow  
G2 5QY

Date: 3<sup>rd</sup> September 2020

THE SCOTTISH CIVIC TRUST

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	831	15,275	16,106	8,365
<b>Charitable activities</b>					
General	4	27,882	312,888	340,770	318,883
Investment income	3	<u>2,106</u>	<u>-</u>	<u>2,106</u>	<u>1,991</u>
<b>Total</b>		30,819	328,163	358,982	329,239
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
General		46,138	308,788	354,926	288,145
Net gains/(losses) on investments		<u>(8,330)</u>	<u>-</u>	<u>(8,330)</u>	<u>43</u>
<b>NET INCOME/(EXPENDITURE)</b>		(23,649)	19,375	(4,274)	41,137
<b>Transfers between funds</b>	12	<u>3,750</u>	<u>(3,750)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		(19,899)	15,625	(4,274)	41,137
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		129,517	163,387	292,904	251,767
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>109,618</u>	<u>179,012</u>	<u>288,630</u>	<u>292,904</u>

The notes form part of these financial statements

**THE SCOTTISH CIVIC TRUST**


**BALANCE SHEET  
31 MARCH 2020**

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	51,330	101,250	152,580	159,793
Investments	9	<u>36,752</u>	<u>-</u>	<u>36,752</u>	<u>45,082</u>
		88,082	101,250	189,332	204,875
<b>CURRENT ASSETS</b>					
Debtors	10	3,605	50,378	53,983	45,870
Cash at bank		<u>21,999</u>	<u>32,990</u>	<u>54,989</u>	<u>81,668</u>
		25,604	83,368	108,972	127,538
<b>CREDITORS</b>					
Amounts falling due within one year	11	(4,068)	(5,606)	(9,674)	(39,509)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET CURRENT ASSETS</b>		<u>21,536</u>	<u>77,762</u>	<u>99,298</u>	<u>88,029</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>109,618</u>	<u>179,012</u>	<u>288,630</u>	<u>292,904</u>
<b>NET ASSETS</b>		<u>109,618</u>	<u>179,012</u>	<u>288,630</u>	<u>292,904</u>
<b>FUNDS</b>					
	12				
Unrestricted funds				109,618	129,517
Restricted funds				<u>179,012</u>	<u>163,387</u>
<b>TOTAL FUNDS</b>				<u>288,630</u>	<u>292,904</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 3<sup>rd</sup> September 2020 and were signed on its behalf by:



.....  
C McLean (Chair) - Trustee



.....  
P M Smaill - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Heritable property	- 2% on cost
Fixtures and fittings	- 25% on reducing balance and 10% on reducing balance

**Taxation**

The charity is exempt from 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.

**Funds**

The Property Fund contains the remaining unamortised balance of a grant of £187,500 received from The National Heritage Memorial Fund. The grant from the Memorial Fund was used to fund the purchase of the property at Miller Street.

THE SCOTTISH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2020

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	<u>16,106</u>	<u>8,365</u>

3. INVESTMENT INCOME

	2020	2019
	£	£
Other fixed asset investments	<u>2,106</u>	<u>1,991</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2020	2019
		£	£
Grants	General	310,733	279,256
Rental income	General	26,483	22,960
Other income	General	<u>3,554</u>	<u>16,667</u>
		<u>340,770</u>	<u>318,883</u>

Grants received, included in the above, are as follow:

	2020	2019
	£	£
Historic Scotland	155,117	135,682
Scottish Government	74,209	35,000
Heritage Lottery Fund	27,408	23,388
Andrew Lloyd Webber Foundation	-	48,386
Royal Incorporation of Architects Scotland	5,000	1,000
William Grant Fund	20,000	20,000
European Commission	-	6,000
Council of Europe	11,499	9,800
GCHT Grant	5,000	-
BEFS Grant	1,500	-
Architectural Heritage Fund	<u>11,000</u>	<u>-</u>
	<u>310,733</u>	<u>279,256</u>

**THE SCOTTISH CIVIC TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2020**

**5. SUPPORT COSTS**

General	Governance costs £ <u>15,636</u>
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Support costs, included in the above, are as follows:

	2020	2019
	General	Total
	£	activities
	£	£
Auditors' remuneration	2,220	2,220
Subscriptions and memberships	1,917	3,571
Professional fees	<u>11,499</u>	<u>11,424</u>
	<u>15,636</u>	<u>17,215</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**Trustees' expenses**

During the year £1,158 (2019: £1,147) travel expenses were reimbursed to trustees.

**7. GOING CONCERN**

Internal budgets prepared for 2020/21 suggest that income generated may decrease marginally by £4k with expenditure also decreasing by £12k.

At the date of approving these accounts, and on the information available to them, the Trustees believe annual revenue funding will continue to be forthcoming in the amounts required. Therefore they believe it is appropriate to prepare the accounts on the going concern basis.

**8. TANGIBLE FIXED ASSETS**

	Heritable property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2019 and 31 March 2020	<u>255,853</u>	<u>54,123</u>	<u>309,976</u>
<b>DEPRECIATION</b>			
At 1 April 2019	110,732	39,451	150,183
Charge for year	<u>5,117</u>	<u>2,096</u>	<u>7,213</u>
At 31 March 2020	<u>115,849</u>	<u>41,547</u>	<u>157,396</u>
<b>NET BOOK VALUE</b>			
At 31 March 2020	<u>140,004</u>	<u>12,576</u>	<u>152,580</u>
At 31 March 2019	<u>145,121</u>	<u>14,672</u>	<u>159,793</u>



**THE SCOTTISH CIVIC TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2020**

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**8. TANGIBLE FIXED ASSETS - continued**

Depreciation, net of the amortisation of the grant of £3,750 per annum, amounted to £3,463.

National Heritage Memorial Fund hold a standard security over the heritable property.

**9. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2019	45,082
Revaluations	<u>(8,330)</u>
At 31 March 2020	<u>36,752</u>
<b>NET BOOK VALUE</b>	
At 31 March 2020	<u>36,752</u>
At 31 March 2019	<u>45,082</u>

There were no investment assets outside the UK.

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Prepayments and accrued income	<u>53,983</u>	<u>45,870</u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Other creditors	<u>9,674</u>	<u>39,509</u>

THE SCOTTISH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2020

12. MOVEMENT IN FUNDS

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	129,517	(23,649)	3,750	109,618
<b>Restricted funds</b>				
Property Fund	105,000	-	(3,750)	101,250
Civic Connections	5,374	2,645	-	8,019
Doors Open Days	12,837	(10,174)	-	2,663
SCT Awards	9,062	2,768	-	11,830
My Place Photography Project	1,465	(995)	-	470
Scottish Heritage Angel Awards	1,271	(70)	-	1,201
Mentoring	25,585	4,811	-	30,396
European Projects	2,793	8,188	-	10,981
Heritage	-	6,046	-	6,046
Tenement Conference	-	156	-	156
Resilience	-	6,000	-	6,000
	<u>163,387</u>	<u>19,375</u>	<u>(3,750)</u>	<u>179,012</u>
<b>TOTAL FUNDS</b>	<u>292,904</u>	<u>(4,274)</u>	<u>-</u>	<u>288,630</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	30,819	(46,138)	(8,330)	(23,649)
<b>Restricted funds</b>				
Civic Connections	38,340	(35,695)	-	2,645
Doors Open Days	120,939	(131,113)	-	(10,174)
SCT Awards	20,000	(17,232)	-	2,768
My Place Photography Project	1,415	(2,410)	-	(995)
Scottish Heritage Angel Awards	-	(70)	-	(70)
Mentoring	96,315	(91,504)	-	4,811
European Projects	11,499	(3,311)	-	8,188
Heritage	15,000	(8,954)	-	6,046
Tenement Conference	18,655	(18,499)	-	156
Resilience	6,000	-	-	6,000
	<u>328,163</u>	<u>(308,788)</u>	<u>-</u>	<u>19,375</u>
<b>TOTAL FUNDS</b>	<u>358,982</u>	<u>(354,926)</u>	<u>(8,330)</u>	<u>(4,274)</u>

THE SCOTTISH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2020

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
<b>Unrestricted funds</b>				
General fund	139,322	(13,555)	3,750	129,517
<b>Restricted funds</b>				
Property Fund	108,750	-	(3,750)	105,000
Civic Connections	603	4,771	-	5,374
Doors Open Days	3,100	9,737	-	12,837
SCT Awards	378	8,684	-	9,062
My Place Photography Project	-	1,465	-	1,465
Scottish Heritage Angel Awards	(386)	1,657	-	1,271
Mentoring	-	25,585	-	25,585
European Projects	-	2,793	-	2,793
	<u>112,445</u>	<u>54,692</u>	<u>(3,750)</u>	<u>163,387</u>
<b>TOTAL FUNDS</b>	<u>251,767</u>	<u>41,137</u>	<u>-</u>	<u>292,904</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	51,483	(65,081)	43	(13,555)
<b>Restricted funds</b>				
Civic Connections	81,143	(76,372)	-	4,771
Doors Open Days	62,189	(52,452)	-	9,737
SCT Awards	20,000	(11,316)	-	8,684
My Place Photography Project	1,850	(385)	-	1,465
Scottish Heritage Angel Awards	48,386	(46,729)	-	1,657
Mentoring	48,388	(22,803)	-	25,585
European Projects	15,800	(13,007)	-	2,793
	<u>277,756</u>	<u>(223,064)</u>	<u>-</u>	<u>54,692</u>
<b>TOTAL FUNDS</b>	<u>329,239</u>	<u>(288,145)</u>	<u>43</u>	<u>41,137</u>

THE SCOTTISH CIVIC TRUST

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2020

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	139,322	(37,204)	7,500	109,618
<b>Restricted funds</b>				
Property Fund	108,750	-	(7,500)	101,250
Civic Connections	603	7,416	-	8,019
Doors Open Days	3,100	(437)	-	2,663
SCT Awards	378	11,452	-	11,830
My Place Photography Project	-	470	-	470
Scottish Heritage Angel Awards	(386)	1,587	-	1,201
Mentoring	-	30,396	-	30,396
European Projects	-	10,981	-	10,981
Heritage	-	6,046	-	6,046
Tenement Conference	-	156	-	156
Resilience	-	6,000	-	6,000
	<u>112,445</u>	<u>74,067</u>	<u>(7,500)</u>	<u>179,012</u>
<b>TOTAL FUNDS</b>	<u>251,767</u>	<u>36,863</u>	<u>-</u>	<u>288,630</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	82,302	(111,219)	(8,287)	(37,204)
<b>Restricted funds</b>				
Civic Connections	119,483	(112,067)	-	7,416
Doors Open Days	183,128	(183,565)	-	(437)
SCT Awards	40,000	(28,548)	-	11,452
My Place Photography Project	3,265	(2,795)	-	470
Scottish Heritage Angel Awards	48,386	(46,799)	-	1,587
Mentoring	144,703	(114,307)	-	30,396
European Projects	27,299	(16,318)	-	10,981
Heritage	15,000	(8,954)	-	6,046
Tenement Conference	18,655	(18,499)	-	156
Resilience	6,000	-	-	6,000
	<u>605,919</u>	<u>(531,852)</u>	<u>-</u>	<u>74,067</u>
<b>TOTAL FUNDS</b>	<u>688,221</u>	<u>(643,071)</u>	<u>(8,287)</u>	<u>36,863</u>

**THE SCOTTISH CIVIC TRUST**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2020.

**14. CONTINGENT LIABILITY**

The balance in the Property Fund relates to a grant of £187,500 received from The National Heritage Memorial Fund which was used to fund the purchase of the property at Miller Street. Under the terms of the award, the grant becomes repayable should the Trust breach the conditions attached.

**THE SCOTTISH CIVIC TRUST**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2020**

	2020 £	2019 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	16,106	8,365
<b>Investment income</b>		
Other fixed asset invest - FII	2,106	1,991
<b>Charitable activities</b>		
Grants	310,733	279,256
Rental income	26,483	22,960
Other income	<u>3,554</u>	<u>16,667</u>
	<u>340,770</u>	<u>318,883</u>
<b>Total incoming resources</b>	358,982	329,239
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Staff and travel costs	198,822	167,102
Premises expenses	7,634	10,523
Printing, promotions & awards	70,905	54,865
Computer and web costs	12,892	13,582
General expenses	38,437	17,179
Enabling Grant Expenses	3,387	-
Depreciation of tangible fixed assets	<u>7,213</u>	<u>7,679</u>
	339,290	270,930
<b>Support costs</b>		
<b>Governance costs</b>		
Auditors' remuneration	2,220	2,220
Subscriptions and memberships	1,917	3,571
Professional fees	<u>11,499</u>	<u>11,424</u>
	<u>15,636</u>	<u>17,215</u>
<b>Total resources expended</b>	<u>354,926</u>	<u>288,145</u>
<b>Net income before gains and losses</b>	4,056	41,094
<b>Realised recognised gains and losses</b>		
Unrealised gains/(losses) on fixed asset investments	<u>(8,330)</u>	<u>43</u>
<b>Net (expenditure)/income</b>	<u>(4,274)</u>	<u>41,137</u>

This page does not form part of the statutory financial statements