

**THE DUNBEATH PRESERVATION TRUST**

**REPORT AND ACCOUNTS**

**for the year ended 31 March 2025**

Reid & Fraser  
Chartered Accountants  
15 Princes Street  
Thurso  
Caithness  
KW14 7BQ

# THE DUNBEATH PRESERVATION TRUST

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## LEGAL AND ADMINISTRATIVE INFORMATION

For the year ended 31 March 2025

### TRUSTEES



Resigned 03.12.24

### ADVISORS



### OFFICIALS



- Chairperson
- Vice Chairperson
- Secretary
- Hon. Treasurer

### MANAGER/CURATOR:



### PRINCIPAL OFFICE:

Old School  
Dunbeath  
Caithness  
KW6 6ED

### STOCKBROKERS

Barclays Investment Solutions Ltd  
120 Bothwell Street  
Glasgow  
G2 7JT

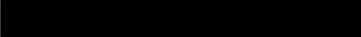
### BANKERS

Virgin Money PLC

### SOLICITORS

Young Robertson & Co  
Solicitors and Estate Agents  
29 Traill Street  
Thurso  
KW14 8EQ

### INDEPENDENT EXAMINER



Reid & Fraser  
Chartered Accountants  
15 Princes Street  
Thurso  
KW14 7BQ

### CHARITY NUMBER

SC003175

**TRUSTEES' REPORT**  
for the year ended 31 March 2025

The Trustees present their report and the financial statements for the charity for the period ended 31 March 2025.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

The Charity is a Scottish Charitable Incorporated Organisation (SCIO). It was registered in its current legal form on 30 March 2015. The charity was previously a Trust, created by a deed dated 15 May 1985 by the settlor [REDACTED] and it was modernised on his instructions in 2001 and further in 2011.

**Appointment of Trustees**

The Trustees during the year of review to the date of this report are detailed on company information page 1. Trustees consist of "Local" and "Expert" trustees.

One third of the trustees in each category "Local" and "Expert" retire annually at the Annual General Meeting but shall be eligible for re-election.

**Organisational Structure**

The charity is run by the Trustees who meet on a regular basis, and whose policies and decisions are implemented by a Board of Officials. The names of the Trustees and Officials who acted during the year are listed on page 1.

The Trustees and Officials are not remunerated for services provided in their capacity as Trustee/Official.

The daily administration of the charity is handled by an experienced member of staff.

**OBJECTIVES AND ACTIVITIES**

The objectives of the charity are the preservation, enhancement and development for educational and other charitable purposes of the general locality of Dunbeath, Caithness with particular reference to its resources in respect of prehistoric sites, ancient monuments, historic buildings, social history and general environment including its flora, fauna and geology. The Boat Shed is open to the public daily during the summer months.

Full Accreditation status under the Accreditation Scheme (Museums Galleries Scotland) and our 4-star rating through VisitScotland is retained.

**FUTURE PLANS**

The retirement of the long serving manager and the position of development officer, whose funding has now come to an end, requires us to focus sharply on our priorities for the coming years. The plans to restore the Salmon Bothy proved to be too problematical for various reasons, not least funding but also the practicalities of the accessibility of the area for visitors and also sourcing staffing to service such a venture on completion.

We very much want to recruit volunteers to become involved in staffing the Heritage centre itself to enable it to increase its opening hours. It has been challenging in the past to get individuals to come forward but there will be a drive to get more volunteers with local knowledge and historical interests to offer their time. As the Heritage Centre in recent years has only managed to offer restricted opening, we feel that the involvement of more volunteers and team leader/manager would not only allow us to increase the hours but would also encourage more locals to use the museum and attend events on offer. This in turn would promote the need for volunteers to continue the work to sustain and expand the centre for the future.

It is clear that most visitors spend time at the harbour area where most of our buildings are. They must be encouraged to visit the Heritage Centre where they can find out so much more. Central to this is a team of volunteers who are able to keep the Heritage Centre open for more hours and who will create a vibrant and welcoming atmosphere. It is our intention to reach out into the community for volunteers. If funding allows, we would hope to offer a new position of manager/team leader for these volunteers. In order to fulfil our obligations for accreditation we have to access curatorial expertise – it is envisaged that this will be in the form of a part time ad hoc position or on a consultative basis. Given a new team we would hope to refresh & revitalise the displays and artefacts in the Heritage Centre and through new informative panels in the harbour area we would form greater links between our harbour buildings and the Heritage Centre. Increased footfall coupled with a more vibrant visitor experience will increase revenue.

**TRUSTEES' REPORT**

**for the year ended 31 March 2025 (continued)**

Undoubtedly the Heritage Centre would benefit from a more flexible and efficient heating system. Funding had been applied for a more sustainable heating system but, given the fabric and position of the building much more inspection and calculations on insulation requirements and possibilities would have to be carried out to ensure that any system contemplated would be suitable for the future. The same funding stream is available in the coming year and we intend to have these investigations carried out prior to making further applications.

A major focus is on the fabric of the buildings at the harbour where maintenance work is required. The large fishermen's store roof needs attention/replacement. It is hoped that funding may be sourced to allow us to undertake repairs on this. It is also our intention if funds allow, to develop the ice house into more of a visitor experience possibly allowing access to the building. Tentative enquiries have already been made regarding this.

In the past year we have re-clad the popular boat house with larch and it will again be open for visitors in the coming summer season.

**TRUST FUNDS**

The charity's general funds consist of funds which the charity may use for its purposes at its discretion. The charity has an Endowment which it must endeavour to retain intact as part of the charity's capital. The endowment has been invested to provide income for its activities.

**FINANCIAL REVIEW**

The results for the year are reported in the financial statements. The financial review has shown that stringent measures are required to allow the charity to keep the books balanced. As a result, the Heritage Museum is open to the public for three days per week. Core staff hours will remain at 21 hours per week and the Trust will seek to improve volunteer input.

**CHARITABLE STATUS**

The charity is registered with HM Revenue & Customs as a charity under the registration number ST017114.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require the Trustees to properly prepare accounts for each financial year which give a true and fair view of the financial activities of the charity and its financial position at the end of that year.

In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with Charities Accounts (Scotland) Regulations 2006 (as amended) and with applicable statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to assume 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 enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

**THE DUNBEATH PRESERVATION TRUST**

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**TRUSTEES' REPORT**  
for the year ended 31 March 2025 (continued)

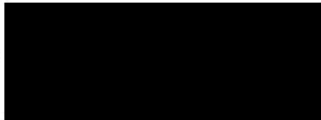
**RISK MANAGEMENT**

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.

On behalf of the board



Vice-Chairperson



Date: 11/12/25

**Independent Examiner's Report to the Trustees  
for the year ended 31 March 2025**

I report on the accounts of the charity for the year ended 31 March 2025, which are set out on pages 6 to 12.

**Respective responsibilities of trustees and independent 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 trustees consider that the audit requirement of Regulation 10(1) (a) - (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 independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In the course of my examination, nothing has come to my attention

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



Reid & Fraser  
Chartered Accountants  
15 Princes Street  
Thurso  
KW14 7BQ

Date: 12.12.25.

# THE DUNBEATH PRESERVATION TRUST

## Statement of Financial Activities (incorporating Income and Expenditure Account)

For the year ended 31 March 2025

		Permanent Endowment	Restricted funds	Unrestricted funds	Total funds 2025	Total funds 2024
	Note	£	£	£	£	£
<b>Income resources</b>						
Donations		-	-	4,393	4,393	3,346
Donated volunteer time		-	-	5,697	5,697	4,621
Activities to further the Trust's objectives:						
Grants	7	-	23,614	-	23,614	19,127
Fundraising		-	-	1,004	1,004	1,683
Investment income		-	-	10,494	10,494	10,371
Realised gain from investments		125	-	-	125	21
Unrealised gain from investments		255	-	-	255	22,267
Rental income		-	-	4,884	4,884	2,330
Sundry income		-	-	324	324	682
<b>Total incoming resources</b>		<b>380</b>	<b>23,614</b>	<b>26,796</b>	<b>50,790</b>	<b>64,448</b>
<b>Resources expended</b>						
Costs of generating funds:						
Stocks		-	-	228	228	122
Management & administration		1,025	-	-	1,025	1,005
Charitable expenditure	8	-	22,266	24,346	46,612	51,838
Governance Costs	9	-	-	1,348	1,348	500
Realised loss from investments		-	-	-	-	-
Unrealised loss from investments		-	-	-	-	-
<b>Total resources expended</b>		<b>1,025</b>	<b>22,266</b>	<b>25,922</b>	<b>49,213</b>	<b>53,465</b>
<b>Net movement in funds</b>	12	<b>(645)</b>	<b>1,348</b>	<b>874</b>	<b>1,577</b>	<b>10,983</b>
<b>Funds transferred</b>		<b>(10,000)</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>
<b>Total funds brought forward</b>		<b>344,261</b>	<b>443,608</b>	<b>33,823</b>	<b>821,692</b>	<b>810,709</b>
<b>Total funds carried forward</b>	12	<b>333,616</b>	<b>444,956</b>	<b>44,697</b>	<b>823,269</b>	<b>821,692</b>

There were no recognised gains or losses for the years other than those included in the Statement of Financial Activities.

# THE DUNBEATH PRESERVATION TRUST

## Balance Sheet as at 31 March 2025

	Notes	2025 £	2024 £
<b>Fixed assets</b>			
Freehold Property	2	297,536	396,229
Fittings and Equipment	2	24,250	25,799
Art-work	2	39,000	39,000
Investment Property	3	102,074	-
		<u>462,860</u>	<u>461,028</u>
<b>Investments</b>			
At market value	4	<u>333,616</u>	<u>344,261</u>
<b>Current Assets</b>			
Cash at bank – General Account		11,436	4,231
Cash at bank – Redevelopment Account		12,001	8,249
Stock on hand		2,922	3,015
Cash on hand		325	325
Sundry debtors	5	<u>2,693</u>	<u>2,596</u>
		<u>29,377</u>	<u>18,416</u>
<b>Current Liabilities</b>			
Sundry creditors	6	<u>(2,584)</u>	<u>(2,013)</u>
<b>Net assets</b>	11	<u>823,269</u>	<u>821,692</u>
<b>Representing:</b>			
<b>Capital Fund:</b>			
Permanent Endowment		<u>333,616</u>	<u>344,261</u>
<b>Restricted Funds</b>			
Revaluation Reserve		28,665	28,665
Old Schoolhouse Office Conversion		28,335	28,335
Glasgow University		3,170	3,170
Visitors Centre and Exhibition		36,888	36,888
Harbour Properties		34,279	34,279
Redevelopment Project		279,830	279,830
Fishings Phase 2		32,853	32,853
Projects		936	(412)
		<u>444,956</u>	<u>443,608</u>
<b>Unrestricted Fund, General</b>		<u>44,697</u>	<u>33,823</u>
	12	<u>823,269</u>	<u>821,692</u>

[Redacted Signature]

Vice-Chairperson

12/12/25 Date



## THE DUNBEATH PRESERVATION TRUST

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### Notes to the financial statements for the year ended 31 March 2025

#### 1 ACCOUNTING POLICIES

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.

##### **Income**

All voluntary income is included in income on receipt except where the donor requires the sum to be invested to provide income for the charity's purposes, in which case it is treated as an endowment.

Income from investments is recognised in the Income and Expenditure Account when receivable.

Grants receivable, including grants for the purchase of fixed assets, are credited to the Statement of Financial Activities (SOFA) in the year for which they are received.

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received.

##### **Resources expended**

All expenditure is included on an accruals basis.

##### **Unrestricted funds**

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

##### **Restricted funds**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria, is charged to the fund.

##### **Fixed assets**

Fixed assets are originally recorded at cost. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over its useful economic life as follows:

Fittings and equipment	15% and 25% reducing balance
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Fixed assets consisting of exhibition equipment and archival material are not capitalised but are written off on acquisition through the Income and Expenditure Account, as a substantial part of these assets is considered inalienable. Depreciation is no longer charged on freehold land and buildings and artworks.

##### **Investment Property**

Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

##### **Investments**

Investments are included at market value at the balance sheet date. Any gain or loss on revaluation is taken to the statement of financial activities (SOFA). Realised gains or losses on the sale of investments are shown in the SOFA before being transferred to the Permanent Endowment fund.

## THE DUNBEATH PRESERVATION TRUST

### Notes to the financial statements for the year ended 31 March 2025 (continued)

#### 2 FIXED ASSETS

	Freehold Property	Fittings & Equipment	Art-work	Total
<b>COST</b>	£	£	£	£
Balance at 1 April 2024	420,357	144,530	47,827	612,714
Additions during year	3,381	142	-	3,523
Reclassification	(102,074)	-	-	(102,074)
Balance at 31 March 2025	321,664	144,672	47,827	514,163
<b>DEPRECIATION</b>				
Balance at 1 April 2024	24,128	118,731	8,827	151,686
Eliminated	-	-	-	-
Charge for year	-	1,691	-	1,691
Balance at 31 March 2025	24,128	120,422	8,827	153,377
<b>NET BOOK VALUE AT 31 March 2025</b>	297,536	24,250	39,000	360,786
<b>NET BOOK VALUE AT 31 March 2024</b>	396,229	25,799	39,000	461,028

Included in the total for freehold property brought forward is the Old Schoolhouse which has been reclassified during the year as investment property. The Trustees will review whether a revaluation is required in the year to 31 March 2026.

#### 3 INVESTMENT PROPERTY

<b>FAIR VALUE</b>	£
Reclassification	102,074
Balance at 31 March 2025	102,074
<b>NET BOOK VALUE AT 31 March 2025</b>	102,074
<b>NET BOOK VALUE AT 31 March 2024</b>	-

#### 4 INVESTMENTS

	<b>2025</b>	<b>2024</b>
	£	£
Market value at 31 March	333,616	344,261

## THE DUNBEATH PRESERVATION TRUST

### Notes to the financial statements for the year ended 31 March 2025 (continued)

#### 5 DEBTORS

	£	£
Grants awarded not yet received	1,763	-
Other debtors	930	2,596
	<u>2,693</u>	<u>2,596</u>

#### 6 CREDITORS

	£	£
Accruals	1,418	1,418
Other creditors	1,166	595
	<u>2,584</u>	<u>2,013</u>

#### 7 INCOMING RESOURCES TO FURTHER TRUST'S OBJECTIVES

Grant income	Restricted £	Unrestricted £	Total 2025 £	Total 2024 £
Highland Council: Service Level Agreement	6,272	-	6,272	6,272
Caithness & North Sutherland Fund: Volunteer development officer grant	6,263	-	6,263	9,293
Scottish Power Renewables - Halsary Fund: New lawnmower	2,599	-	2,599	-
Beatrice Offshore Wind Farm Berriedale & Dunbeath CC Panel project	8,480	-	8,480	-
Harbour Furniture replacement	-	-	-	2,952
Museums Galleries Scotland BSP Governance & Leadership	-	-	-	610
<b>Total grant income</b>	<u>23,614</u>	<u>-</u>	<u>23,614</u>	<u>19,127</u>

## THE DUNBEATH PRESERVATION TRUST

### Notes to the financial statements for the year ended 31 March 2025 (continued)

#### 8 COSTS OF FUTHERANCE OF TRUST'S OBJECTIVES

	Note	Restricted £	Unrestricted £	Total 2025 £	Total 2024 £
Salaries, National Insurance and Pension contributions	9	19,628	5,063	24,691	30,425
Telephone & Internet		-	729	729	737
Advertising		-	165	165	245
Stationery		-	865	865	800
Subscriptions		-	324	324	346
Museum archive costs		-	123	123	-
Repairs		-	2,721	2,721	1,751
General expenses		-	105	105	350
Accountancy fees		-	1,250	1,250	1,250
Rent & rates		-	158	158	858
Insurance		-	1,934	1,934	1,765
Light & heat		-	3,742	3,742	3,833
Bank charges		-	144	144	220
Volunteers' time		-	5,697	5,697	4,621
Rental property expenses		-	772	772	-
Computer costs		-	302	302	-
Project Costs		1,199	-	1,199	2,673
Depreciation		1,439	252	1,691	1,964
		<u>22,266</u>	<u>24,346</u>	<u>46,612</u>	<u>51,838</u>

#### 9 GOVERNANCE COSTS

	2025 £	2024 £
Independent Examiner's fee	500	500
Bookkeeper costs	848	-
	<u>1,348</u>	<u>500</u>

#### 10 EMPLOYEE COSTS

	2025 £	2024 £
Gross salaries (net of SMP recovery)	24,219	29,838
Employer's pension contributions	<u>472</u>	<u>587</u>
	<u>24,691</u>	<u>30,425</u>

There was an average of 1.6 full time equivalent staff members employed during the year.

## THE DUNBEATH PRESERVATION TRUST

### Notes to the Financial Statements for the year ended 31 March 2025 (continued)

#### 11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Permanent Endowment £	Restricted £	Unrestricted £	Total 2025 £	Total 2024 £
Tangible fixed assets	-	431,330	31,530	462,860	461,028
Investments	333,616	-	-	333,616	344,261
Current assets	-	14,067	15,310	29,377	18,416
Current liabilities	-	(441)	(2,143)	(2,584)	(2,013)
	333,616	444,956	44,697	823,269	821,692

#### 12 MOVEMENT IN FUNDS

	At 1 April 2024 £	Net movemen t £	Transfers £	At 31 March 2025 £
<b>Capital fund:</b>				
Permanent Endowment	344,261	(645)	(10,000)	333,616
<b>Restricted funds:</b>				
Revaluation Reserve	28,665	-	-	28,665
Old Schoolhouse Office Conversion	28,335	-	-	28,335
Glasgow University	3,170	-	-	3,170
Visitors' Centre & Exhibition	36,888	-	-	36,888
Harbour Properties	34,279	-	-	34,279
Redevelopment Project	279,830	-	-	279,830
Fishings Phase 2	32,853	-	-	32,853
Projects	(412)	1,348	-	936
<b>Total restricted funds</b>	443,608	1,348	-	444,956
<b>Unrestricted funds - General</b>	33,823	874	10,000	44,697
<b>Total funds</b>	821,692	1,577	-	823,269

#### 13 TRANSACTIONS WITH TRUSTEES

There were no transactions with Trustees during the year to 31 March 2025. During the previous year, a property was rented to a Trustee at market rent.

