

CAITHNESS HERITAGE TRUST

TRUSTEES REPORT FOR THE YEAR ENDED 31 OCTOBER 2025

Charity Name: Caithness Heritage Trust

CAITHNESS HERITAGE TRUST

Charity Registration Number: SC019998

Registered Charity

Registered Scottish Charity

Registered Office: 100 High Street, Caithness, Scotland, KW1 1JH

Charitable Objectives

The charity's objects are to preserve and promote the history and culture of Caithness.

Objects

The charity's objects are to preserve and promote the history and culture of Caithness, in particular and especially to support the study and research of the history and culture of Caithness, and to support the study and research of the history and culture of Caithness, and to support the study and research of the history and culture of Caithness.

TRUSTEES REPORT AND

Financial Statements

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2025

The trustees of the charity have prepared the financial statements for the year ended 31 October 2025.

Current Assets

Grants

Donations

Reserves

Liabilities

Income

The trustees of the charity have prepared the financial statements for the year ended 31 October 2025. The financial statements show that the charity has a surplus of £10,000 for the year ended 31 October 2025. The trustees have approved the financial statements and the annual report for the year ended 31 October 2025.

Scottish Charity Number SC019998

Signatures

The trustees of the charity have prepared the financial statements for the year ended 31 October 2025. The financial statements show that the charity has a surplus of £10,000 for the year ended 31 October 2025. The trustees have approved the financial statements and the annual report for the year ended 31 October 2025.

Signatures

CAITHNESS HERITAGE TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 OCTOBER 2025

Charity name: Caithness Heritage Trust

Charity Registration number: SC019998

Address of charity

Ms Diane Meikle, Treasurer, Windy Ha, Mey, Thurso, KW14 8XH

Governing document

Caithness Heritage Trust was created by a trust deed dated 3 March 1992

Objects

The objects of the trust are to establish a museum in Caithness, in particular and initially to acquire the property and contents of the croft at Westside, Dunnet, Caithness, known as Mary Ann's Cottage.

Trustees

The trustees must number no less than five, and no more than fifteen. Appointments to the Board are made by the trustees. The trustees may elect from among themselves a chairman who has the authority to convene meetings and they may also elect any other officers as they see fit.

The trustees who served during the period from 1 November 2022 to the date of this report are:

Mr R Bell, Mrs S Fraser, Mr W Johnson and Mrs A Johnson, Mrs A Sinclair, Mr A Wands

The trustees meet at least three times in a year

Current office bearers

Chairman	Mr A Wands
Vice Chair	Mr R Bell
Secretary	Mrs A Sinclair
Treasurer	Ms D Meikle

Principal activity

The principal activity of the charity is to exhibit to the public the cottage property and its artefacts, the charge for admission being the main source of funding. Visitors are conducted round the property by volunteers.

Reserves policy

The trustees believe that the present level of reserves is adequate and reasonable for the property-owning charity.

CAITHNESS HERITAGE TRUST

TRUSTEES' REPORT

Achievements and future plans

The 2025 season went well, numbers are much the same as last year and we have increased the sales on items.

Major expenses this year have been the wood worm treatment which was required to safeguard the furniture and buildings.

Apart from the regular daily visitors we welcomed four separate 4 bus tours and a group from Pennsylvania which were all most welcome.

There will be further repairs coming for 2026

This report was approved by the Board of Trustees on 22 November 2025 and signed on their behalf by:

a m Sinclair

Mrs Annette Sinclair (Trustee and Secretary)

CAITHNESS HERITAGE TRUST

STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 OCTOBER 2025

	Notes	Restr- icted funds	Unrestricted funds		TOTAL 2025	TOTAL 2024
		£	Fabric reserve £	General fund £	£	£
RECEIPTS						
Admissions - Adults	2			4095	4095	4115
Groups/tours				612	612	716
Fundraising - Sale of goods	3			628	628	424
Other	4					
Donations				258	258	542
Other income						
TOTAL OF RECEIPTS				5593	5593	5797
PAYMENTS						
Fundraising costs	5			273	273	110
Maintenance				2315	2315	7440
Heat and light				430	430	1440
Insurance				702	702	627
Printing, stationery and postage				231	231	228
Advertising				425	425	459
Card merchandising costs				35	35	29
Conservation, storage and archiving				175	175	175
Governance costs				25	25	25
Other expenses	6			535	535	535
TOTAL OF PAYMENTS				5145	5145	11068
Surplus/Deficit(-) before transfers				447	447	-5270
TRANSFERS						
Surplus/Deficit(-) after transfers			0	447	447	-5270
RECONCILIATION OF FUNDS						
Balance at commencement			39651	4682	44333	49603
Balance at close			39651	5129	44780	44333
<i>The above funds are represented by:</i>						
Bank current account			39651	4682	42220	49603
Cash in hand					2802	0
			39651	4682	45022	49603

This financial statement is continued by the notes on pages 4 and 5

CAITHNESS HERITAGE TRUST

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 OCTOBER 2025

NOTES

1 HERITABLE PROPERTY

The croft house, outbuildings and contents of Westside Croft, Dunnet were acquired by the Trust in 1992 from the family of Mrs Mary Ann Calder who died in 1996, on the eve of her ninety-ninth birthday. The consideration of £20,000 was funded principally by the National Heritage Memorial Fund, and from kind donors including her late Majesty Queen Elizabeth the Queen Mother. Another generous donation was received from Mr James Begg of Canada, and this enabled the trustees to make the property wind and water tight, and to carry out necessary repairs.

The current insurance cover values are Buildings £110,250, Contents £5,250.

2 ADULT VISITORS - FIVE YEAR RECORD

Adult admission fee from 2017: £4
Closed for Coronavirus pandemic
Admission by donation only, owing to Covid19 restrictions
Adult admission fee from 2022: £5

Year ended	Number
2019	1509
2020	
2021	1097
2022	856
2023	759
2024	823
2025	819
Historic high 2003	1891
Historic low 2023	759

3 TRADING IN GOODS

Financial reporting in terms of Receipts and Payments does not take into account the value of unsold stock at the end of each year. This rolling six year review demonstrates the benefits of this trade, but is subject to the value of any stock in hand at the beginning and end of the six year period.
An annual stocktake and valuation is not carried out.

Year ended	Sales	Costs
2018	1396	62
2019	1238	341
2020		176
2021		
2022	366	39
2022	467	309
2024	424	110
2025	627	272
	4518	1309

4 FUNDRAISING INCOME

Sales of souvenirs and produce
 Other fundraising

2025	2024
627	424
627	424
272	110
272	110

5 FUNDRAISING COSTS

Purchase of goods for resale
 Other fundraising costs

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CAITHNESS HERITAGE TRUST

STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31 OCTOBER 2025

NOTES (Continued)

6 OTHER EXPENSES

End-of-year social event for volunteers (2023)

Miscellaneous expenses

7 DEBTORS

There were no significant amounts receivable in respect of the year ended 31 October 2025, and not received by that date.

The annual insurance premium is prepaid to 31 March 2025

8 CREDITORS

End of year social event for volunteers, estimated

9 TRUSTEES AND CONNECTED PERSONS

Remuneration paid: Ms V Lockwood

Expenses paid:

2025	2024
505	505
35	30
540	535
702	627
500	500
0	0
Nil	Nil

The financial statement on page 4 (along with notes on pages 5 and 6) was approved by the Board of Trustees on 30 November 2025, and is signed on their behalf by:

A m Sinclair

Mrs Annette Sinclair (Trustee and Secretary)