

APPENDIX 1

OSCr

Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	1 st	Jan	2020	To	31 st	Dec	2020

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Cerebral Palsy Sport and Recreation Association
CPISRA
SC030869
C/0 Suite102 Fullarton House
4 Fullarton House, Ayr , UK
Postcode KA7 1UB

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		President		
2		Vice President		
3		Secretary General		
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance and management

Type of governing document

The charity is an unincorporated association governed by a constitution. The organisation has National Members, Associate Members and individual members.

The Association has the following Governing Bodies: General Assembly (GA) and Executive Committee (EC). The (GA) acts as the supreme Governing Body and the (EC) deals with the day to day running and management of the organisation making all necessary decisions between GAs.

The charity has no affiliation to an umbrella group or parent body.

Trustee recruitment and appointment

The Executive committee is composed of elected and appointed members. The elected members are elected at the General Assembly on effectively a 4-year term basis and appointed members are appointed by the Executive Committee. The EC includes the post of, President, Vice President, Secretary General and Treasurer. The trustees are appointed from the EC

Objectives and activities

Charitable purposes

CPISTRA's vision is that "all people who have Cerebral Palsy or related neurological conditions have the opportunity to benefit from and participate in sport and recreation"

CPISTRA's purpose is to promote the value and benefit of sport and recreation through:

- Provision of Sport and Recreational Activities
- Development of adaptive sport and recreation
- Facilitation of Sport and Recreational Research

Information, education, and training

Summary of the main activities in relation to these objects

In the financial year to 31st December CPISTRA continued to deliver its charitable objectives by undertaking the following activities:

- Awareness and Education programmes
- Sports Development Events
- Recreation and Personal Development Camps and Programmes
- Development and Governance of new and adaptive Sports
- Facilitation of research through network development and collaboration
- Website and Social Media to inspire participation and provide information
- Represent co-ordination impairments with the Paralympic movement

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Achievements and performance

Summary of the main achievements of the charity during the financial period

The activities of the charities were severely restricted in the y/e 31st December 2020 due to the Covid 19 Pandemic. As a result, between April and September the paid staff were furloughed and after that period the staff only returned to work on a part time basis. The following activities were postponed to 2021.

- Adult Camp
- Family Camp
- Ben Lomond Challenge
- Conference on Physical Activity and Health.

Prior to the lock down CPISRA did deliver the following activities

- A series of RaceRunning Workshops in Australia
- Cerebral Palsy awareness workshop in Morocco supported by the Agitos Foundation

Since returning to work CPISRA have been revisiting many of there projects in the light of the COVID crisis and transformed them from face-to-face delivery to online digital content. This has proved effective, and the following projects have continued in a virtual manner.

- Cerebral Palsy Awareness project is being delivered virtually and 36 African counties have enrolled for the online course and the project extended to other Arabic speaking countries in the Middle East.
- The Erasmus funded RaceRunning project has also been digitalised and online coaching material created.

In addition, the CPISRA has continue to work with World Para- Athletics and our research team at Edinburgh University and Queen Margaret University to ensure the implementation of the new RaceRunning classification system is implemented

Financial review

Brief statement of the charity's policy on reserves

CPISRA hold reserves which it aims to maintain at a level sufficient to meet 6months operating expenses

Details of any deficit

Donated facilities and services (if any)

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Other optional information

It should be noted when [REDACTED] stepped down our CEO stepped in and fulfilled the role of acting President.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

[REDACTED]

Full name(s)		
Position (e.g. Chair)	President	
Date	29/06/21	

CPISRA

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Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2020		31	12	2020

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	40,734				40,734	46,244
Legacies					-	
Grants		36,951			36,951	50,274
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	106				106	215
Rents from land & buildings					-	
Gross receipts from other charitable activities	3,000	41,811			44,811	36,791
					-	
A1 Sub total	43,840	78,762	-	-	122,602	133,524
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	43,840	78,762	-	-	122,602	133,524
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	54,267	59,595			113,862	96,845
Grants and donations					-	11,954
Governance costs:					-	
Audit / independent examination					-	50
Preparation of annual accounts					-	
Legal costs					-	
Other	3,084	276			3,360	3,192
					-	
A3 Sub total	57,351	59,871	-	-	117,222	112,041
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	57,351	59,871	-	-	117,222	112,041
Net receipts / (payments)	(13,511)	18,891	-	-	5,380	21,483
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(13,511)	18,891	-	-	5,380	21,483

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	70,253	45,098			115,351	93,867
	Surplus / (deficit) shown on receipts and payments account	(13,511)	18,891			5,380	21,483
						-	
						-	
	Cash and bank balances at end of year	56,742	63,989	-	-	120,731	115,350
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of
approval

			29/06/21

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	
--	--

Authority under which paid

£

C3b Trustee remuneration - details

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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Number of trustees

£

C4b Trustee expenses - details

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

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Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Membership	36,865				36,865	34,978
Donations	3,869				3,869	1,979
Capitation Fees	-				-	9,287
					-	
Total	40,734	-	-	-	40,734	46,244
	-	-	-	-	-	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
National lottery		9,366	9,366	
Stafford Trust		2,000	2,000	
Agitos CP Awareness		1,462	1,462	8,607
Erasmus CP Football		904	904	
Bruce Wake Charitable Trust		3,000	3,000	
Hugh Fraser Foundation		1,000	1,000	1,000
Murdock Forrest Trust				1,000
Barchafd				950
Erasmus RR				34,315
Adamson Trust				1,000
SCVO				1,392
				2,000
HMRC Furlough		19,219	19,219	
Total	-	36,951	36,951	50,264

reference

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
IFCPF		34,388			34,388	36,791
Camp Deposits		2,625			2,625	
Cerebral Palsy Foundation	3,000				3,000	
World Para-Athletics Service Agreement		4,798			4,798	
HMRC Furlough					-	
					-	
					-	
					-	
Total	3,000	41,811	-	-	44,811	36,791

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Governance Committees	442				442	836
Governance Costs	3,084	276			3,360	3,242
Operations	1,852				1,852	1,711
Staff Costs	51,191	34,388			85,579	73,241
Project Costs		25,207			25,207	
Marketing & Communications	677				677	
Bank charges	105				105	164
Membership & community Support					-	7,732
Events					-	22,482
Development Sports					-	2,632
					-	
Total	57,351	59,871	-	-	117,222	112,040

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Additional analysis (2)**5 Breakdown of unrestricted funds**

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	40,734				40,734	46,244
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Interest	106				106	215
buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities	3,000				3,000	
Sub total	43,840	-	-	-	43,840	46,459
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	43,840	-	-	-	43,840	46,459
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	54,267				54,267	60,762
Grants and donations					-	
Governance costs:						
Audit / independent examination					-	50
Preparation of annual accounts					-	
Legal costs					-	
other Insurance	3,084				3,084	2,870
Sub total	57,351	-	-	-	57,351	63,682
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	57,351	-	-	-	57,351	63,682
Net receipts / (payments)	(13,511)	-	-	-	(13,511)	(17,223)
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(13,511)	-	-	-	(13,511)	(17,223)

Nature and purpose of funds

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CPISRA

SC030869

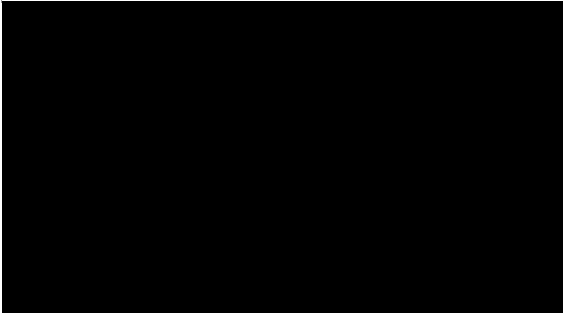
Additional analysis (3)**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below			Restricted fund 4 - enter name of fund below		
	Grants relating to Recreational Camps	Agitos CP Awareness/ WPA	Erasmus CP Football	Recreational Camp deposits	IFCPF	HMRC Furlough	Total restricted funds	Total restricted funds last period
Receipts								
Donations							-	
Legacies							-	
Grants	15,366	1,462	904			19,219	36,951	50,274
Receipts from fundraising activities							-	
Gross trading receipts							-	
Income from investments other than land and buildings							-	
Rents from land & buildings							-	
Gross receipts from other charitable activities		4,798		2,625	34,388		41,811	36,791
Sub total	15,366	6,260	904	2,625	34,388	19,219	78,762	87,065
Receipts from asset & investment sales								
Proceeds from sale of fixed assets							-	
Proceeds from sale of investments							-	
Sub total	-	-	-			-	-	-
Total receipts	15,366	6,260	904	2,625	34,388	19,219	78,762	87,065
Payments								
Expenses for fundraising activities							-	
Gross trading payments							-	
Investment management costs							-	
Payments relating directly to charitable activities		25,207			34,388		59,595	48,037
Grants and donations							-	
Governance costs:							-	
Audit / independent examination							-	
Preparation of annual accounts							-	
Legal costs					276		276	322
							-	
Sub total	-	25,207	-		34,664	-	59,871	48,359
Payments relating to asset and investment movements								
Purchases of fixed assets							-	
Purchase of investments							-	
Sub total	-	-	-			-	-	-
Total payments	-	25,207	-		34,664	-	59,871	48,359
Net receipts / (payments)	15,366	(18,947)	904	2,625	(276)	19,219	18,891	38,706
Transfers to / (from) funds							-	
Surplus / (deficit) for year	15,366	(18,947)	904			19,219	18,891	38,706

Nature and purpose of funds

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Office of the Scottish Charity Regulator

		Independent examiner's report on the accounts v2						
Report to the trustees/members of		Charity name Cerebral Palsy International Sports and Recreation Association (CPISRA)						
Registered charity number		SC030869						
On the accounts of the charity for the period		Period start date				Period end date		
		Day	Month	Year		Day	Month	Year
		1	January	2020	to	31	December	2020
Set out on pages								(remember to include the page numbers of additional sheets)
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 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section (44) (1)(c) of the 2005 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 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		<p>In connection with my examination, no matter has come to my attention:</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that, in any material respect, the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 						
Signed:							ate	17/08/2021
Name:								
Relevant professional qualification(s) or body (if any):								
Address:								

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

**Give here brief details of
any items that the
examiner wishes to
disclose**