

Gairloch & District Times (SCIO)

Scottish Charitable Incorporated Association

Charity Number: SC041926

Trustees' Annual Report & Receipts & Payments Accounts

**For the Year Ended
31 March 2025**

Simple Figures Ltd
17 West Argyle Street
Ullapool
IV26 2TY

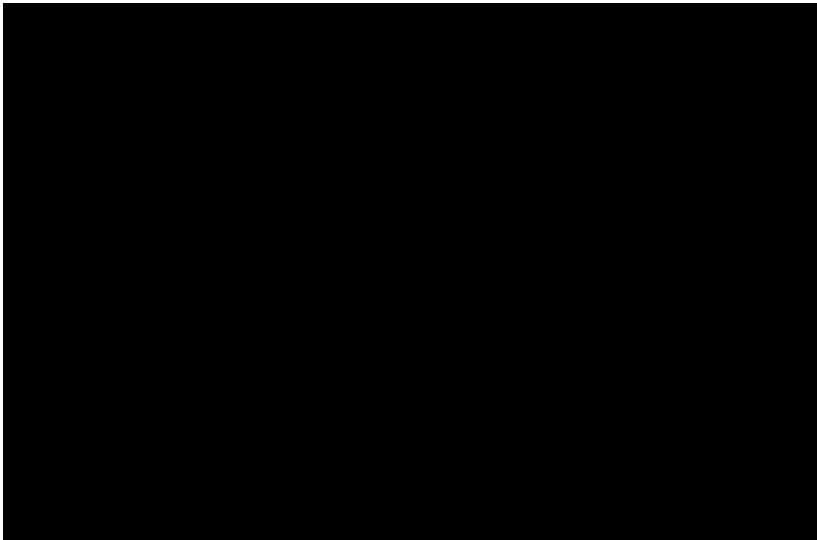
TRUSTEES' ANNUAL REPORT and RECEIPTS & PAYMENTS ACCOUNTS
For the year ended 31 March 2025

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LEGAL & ADMINISTRATIVE INFORMATION

Charity Number: SC041926

Principal Office: Gairloch and District Times
Gairloch Community Hall
Achtercairn, Gairloch
Ross-shire IV21 2BP



Bankers: Bank of Scotland
Gairloch
Ross-shire IV21 2BS

ANNUAL REPORT OF THE TRUSTEES
For the year ended 31 March 2025

Structure, Governance and Management

The Gairloch & District Times (SCIO) is a Scottish Charity registered with the Scottish Charity Regulator with effect from 25 November 2010, with registration number SC041926. The charity became a Scottish Charitable Incorporated Organisation (SCIO) with effect from 1 April 2015 following a transfer from the original Unincorporated Association.

The charity is governed and administered in accordance with its constitution.

Trustees are elected or appointed at committee meetings. Trustee vacancies are advertised locally. Annual General Meetings are advertised locally, and are open to all members of the community.

The Trustees manage the day-to-day running of the charity. The charity employs a part-time Editor and a part-time Administrator with all other activities being carried out by volunteers, including the Trustees. Trustees are responsible for prudent budgeting and overseeing the finances.

Objectives and Activities*Charitable Purposes*

The charitable purposes of the Gairloch & District Times (SCIO) are defined in its constitution. The charitable purposes of the Gairloch & District Times (SCIO) are:

- to promote community development in our area of Ross-shire, Highland (Torridon, Kinlochewe, Gairloch, Poolewe, Aultbea, Laide and Dundonnell),
- to benefit our community through the publication of adverts, notices and reports, and
- to serve as a mouthpiece for local organisations and individuals.

The charitable objectives of the Gairloch & District Times (SCIO) are:

- To advance and promote community development and cohesion within the Gairloch Parish Area without discrimination through the publication of local reports, news articles and various other forms of information.
- To promote, and act as a vehicle for sharing information, including adverts.
- To serve as a mouthpiece for clubs, community organisations and individuals.

The area within which the organisation shall operate (in the constitution referred to as the 'Area of Benefit') shall be the Gairloch Parish and surrounding areas. The organisation shall promote (but not promote exclusively) its activities and delivery operations to people within the 'Area of Benefit' who are residents within the Gairloch Parish area. These people will be the organisation's beneficiaries.

Achievements and Performance

The paper is produced by a team of paid staff and volunteers headed by the Editor and assisted by the Administrator. The Administrator is responsible for managing the advertising subscriptions and carries out the day to day financial activities and bookkeeping using the QuickBooks software. The proofreading, printing and delivery of the newspapers to local retail outlets is done by volunteers.

There is an online version of the newspaper which can be accessed by purchasing a subscription. This also provides access to archived issues going back to the first one which was published in 1978.

With the help of the volunteers the Gairloch and District Times (SCIO) produces 25 issues per year. Current circulation is around 940 copies per issue depending on the time of year, and this including approximately 240 copies which are read online by the digital subscribers.

Future Plans

The aim is to continue to improve the quality of the content of the paper, ensuring that it remains at the centre of the local community. The Trustees have also expressed a wish for the paper to significantly boost online subscriptions, and to pursue policies that take advantage of all available tech and IT developments as they happen. We again commit to retaining the main publication of the Gairloch and District Times as a printed item, while continuing to build our online presence and subscriptions.

Financial Review

Policy on reserves

Gairloch & District Times (SCIO) wishes to produce sufficient income annually to meet all outgoings and generate a funding surplus. The level of reserves should be sufficient to meet all liabilities in the event of a sudden change in its trading position. Reserves were £27,652 at the end of the financial year.

Review of accounts

The charity's financial position improved markedly during the year, moving from a deficit of £5,609 in 2023–24 to a surplus of £5,368 in 2024–25. This turnaround was largely due to stronger trading income, with significant increases in advertising revenue, paper sales, and particularly subscription income, which almost doubled year on year. Expenditure was also carefully managed, with a notable reduction in staffing and pension costs following efficiencies introduced during the year. Overall, the charity has returned to a sustainable operating position and strengthened its financial resilience going into 2025–26.

Trustees' Remuneration and Expenses

The Trustees all provide their services on a voluntary basis. No remuneration or other expenses are paid to Trustees.

Statement of Trustees' Responsibilities

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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.

This report was approved by the Trustees and signed on their behalf by:

Signed:

A black rectangular box redacting the signature of the trustee.

Date:

17 / 11 / 2025

INDEPENDENT EXAMINER'S REPORT
For the year ended 31 March 2025

I report on the accounts of Gairloch & District Times (SCIO) for the year ended 31 March 2025 which are set out on pages 7-9.

This report is made solely to the Company's Trustees, as a body, in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. My work has been undertaken so that I might state to the Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body for my work or for this report.

Respective responsibilities of the Trustees and Examiner

The charity's Trustees are responsible for the preparation of accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and Charities Accounts (Scotland) Regulations 2006 as amended in 2010. The charity Trustees consider that the audit requirement of Regulation 10(1) (d) 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 Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity & a comparison of the accounts presented in those records. It also includes the consideration of any unusual items or disclosures in the accounts, and seeks explanations from the Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, & 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, 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 comply with Regulation 9 of the 2006 Accounts Regulations have not been met,
2. or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Dated: 5th November, 2025



Simple Figures Ltd, 17 West Argyle Street, Ullapool IV26 2TY

STATEMENT OF RECEIPTS & PAYMENTS
For the year ended 31 March 2025

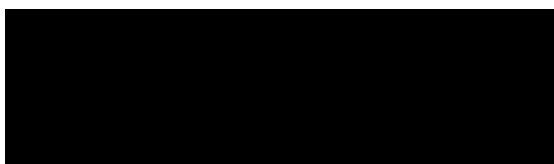
	2025	2025	2025	2024
	Unrestricted	Designated	Total	Total
	£	£	£	£
<u>INCOME</u> (excl VAT)				
Advertising	17,376	-	17,376	13,042
Sales – Papers	13,733	-	13,733	11,671
Sales – Subscriptions	7,701	-	7,701	3,968
Sales - Services	608	-	608	1,607
Donations	13	-	13	23
Other Income	51	-	51	338
Bank Interest Received	-	-	-	579
Grants Received	-	-	-	2,000
Total	39,482	-	39,482	33,228
<u>EXPENDITURE</u> (excl VAT)				
Computer Costs	1,076	-	1,076	1,361
Crossword	110	-	110	-
Independent Examiner's Fee	150	-	150	220
Insurances	192	-	192	581
Office/Gen Admin Expenses	346	-	346	330
Other Professional Services	48	-	48	-
Packaging	22	-	22	-
Bank & Paypal fees	25	-	25	74
Payroll fees	621	-	621	195
Telephone costs	327	-	327	295
Postage & Stationery	1,046	-	1,046	1,232
Printer Consumables & Maintenance	3,029	-	3,029	2,342
Printing	4,012	-	4,012	4,164
Rent	2,092	-	2,092	2,119
Salaries and Pension	20,988	-	20,988	25,317
Sundry Expenses	30	-	30	607
Total	34,114	-	34,114	38,837
Surplus/(deficit) for the year			5,368	(5,609)

STATEMENT OF BALANCES
As at 31 March 2025

	Unrestricted £	Designated £	Total £
Bank and cash in hand			
Opening balances	26,157	-	26,157
Net movement in funds	(297)	-	(297)
Closing balances	25,860	-	25,860

	Fund	£
Assets		
Debtors (Trade)	Unrestricted	2,888
Total assets		2,888
Liabilities		
VAT Payment due	Unrestricted	1,096
Total liabilities		1,096
Net assets		1,792
Total funds	25,860	27,652

These accounts were approved by the Trustees and signed on their behalf by;



Trustee

Date: 17 / 11 / 2025

NOTES TO THE ACCOUNTS
For the year ended 31 March 2025

Accounting basis

These accounts have been prepared on a receipts and payments basis in accordance with the Charities Accounts (Scotland) Regulations 2006 (as amended).

Value Added Tax (VAT)

The Gairloch and District Times (SCIO) has been registered for VAT since 1 January 2017. All income and expenditure are stated exclusive of VAT. Any balance due to or from HMRC at the year end is shown within the Statement of Balances.

Fixed assets

The charity owns a small amount of office and printing equipment which was purchased in previous years and continues to be used in the course of its charitable activities. As these accounts are prepared on a receipts and payments basis, such assets are not included in the Statement of Balances. The equipment is considered to have an ongoing functional value to the charity but no significant realisable value.

Nature and purpose of funds*Unrestricted funds:*

These are funds which may be used at the discretion of the Trustees in furtherance of the objects of the charity. They are used to meet the ongoing running costs of the charity.

Designated funds:

These are restricted funds earmarked by the Trustees for particular purposes.

Grants issued

No grants were issued by the Gairloch and District Times (SCIO) in the year.

Trustee remuneration and expenses

No remuneration was received by the Trustees during the year.

No expenses were paid during the year to Trustees.

