



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	1st	January	2024	To	31 st	December	2024

Reference and administration details

Charity name	Helensburgh Community Woodlands Group
Other names charity is known by	
Registered charity number	SC044648
Charity's principal address	

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)

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

Formal constitution last amended 15.08.19 (approved by OSCR available on request). Incorporated as SCIO on 14.02.14. Managed by Board of between four and ten Trustees (see below).

Trustee recruitment and appointment

Clauses 55 and 56 of our constitution:

55. At each AGM, the members may elect any local community member (unless he/she is debarred from membership under clause 52) to be an **ELECTED CHARITY TRUSTEE**. No more than eight trustees shall be elected in this way. If the number of candidates for election exceeds this number, a secret ballot shall be held using the single transferable vote method.

56. The board may at any time appoint any member (unless he/she is debarred from membership under clause 52) to be an **APPOINTED CHARITY TRUSTEE**, provided this does not result in the number of charity trustees exceeding the maximum number allowed under clause 49 and provided the majority of trustees are local community members. The board shall use its best endeavours to ensure that at least one trustee is appointed who is a general or junior member.

Charitable purposes

Clause 5 of our Constitution:

5 The Group's main purpose is consistent with furthering the achievement of sustainable development. Its specific purposes are, for the public benefit, to defend, restore, conserve and acquire rights of positive and active community woodland management in the designated district, and in particular to further these aims by:

- 5.1 undertaking practical conservation work;
- 5.2 promoting responsible access;
- 5.3 promoting the need for biodiversity conservation through such means as interpretation boards, natural history leaflets, newsletters and organising wildlife activities for local schools or groups in the designated district;
- 5.4 advising and assisting in the management of existing woodlands and investigating and promoting proposed woodlands;
- 5.5 expressing views and, when appropriate, making representations about proposed developments which may affect local woodlands, or potential local woodlands, and liaising with the local authority or any other relevant body;
- 5.6 informing the public and interested parties of the matters associated with the Group's activities and local woodland issues within the designated district;
- 5.7 promoting the training of volunteers and involving and enthusing the general public in the principles / practices of woodland conservation;
- 5.8 encouraging the active involvement of the local community to promote the aims of the group;
- 5.9 ensuring effective implementation of the Group's aims through developing local partnerships with local authorities, local residents, other 'bona-fide' groups with common interests, and other conservation groups; and
- 5.10 raising money in the furtherance of these aims.

Summary of the main activities in relation to these objects

We have reviewed the frequency of our tree safety surveys and referred to industry best practice. After discussions with our Arboriculturalist we have agreed to reduce the frequency of our formal inspections to once every three years. In between times we will carry out informal inspections by a qualified forester after any significant weather events. Our Insurance company was informed of this approach.

We produced and circulated newsletters keeping our members and local residents informed of our activities and progress with our work tasks.

We have continued to cut and remove laurel and rhododendron. This involved organising numerous volunteer days (mainly Sundays). Throughout the year we had the residue chipped and removed from site on one occasion. We have purchased additional tools and equipment including gloves and safety goggles.

We applied to Argyll and Bute Council and were awarded £2500 to plant 12 standard trees, mainly fruit trees. These will be put in place before the end of April 2025.

We received £1000 from Scottish Forestry towards the cost of our Urban Woodland Management Plan

Other than the £3500 listed above our income from this year has come mainly from Memberships and Donations.

APPENDIX 1

Achievements and performance

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

We have had discussions with Argyll Community Housing Association (ACHA) regarding our All Ability footpath. As adjacent landowners they have agreed to enter into a Deed of Servitude (DoS) with us to allow our all Ability footpath to cross their land. Once this DoS is in place we can then apply for the actual path design and construction costs.

The volunteer work has helped us raise our profile and inform our immediate neighbours of who to contact should they have any issues.

We have received an approved Urban Woodland Management Plan from the Scottish Forestry. This will assist us to continue with our Laurel and Rhododendron control as well as obtaining funding towards our path construction, thinning works and planting costs.

Financial review

Brief statement of the charity's policy on reserves

HCWG does not maintain a designated reserve fund, but keeps all its funds in one current account with the Bank of Scotland. Our policy is always to maintain a positive balance in this account, and expenditure decisions are taken in that light. Although the end balance fluctuates from year to year, reflecting activities undertaken, no part is deemed to constitute a formal reserve.

Details of any deficit

Not applicable

Donated facilities and services (if any)

Not applicable

APPENDIX 1

Other optional information

We successfully negotiated the purchase of Castle Woods in November 2020 from the Housing Developers for £100k.

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (e.g. Chair)	Vice Convenor & Treasurer	Convenor
Date		

APPENDIX 3



		Independent examiner's report on the accounts						v2
Report to the trustees/members of	Charity name	Helensburgh Community Woodlands Group						
	Registered charity number	SC04468						
On the accounts of the charity for the period	Period start date				Period end date			
	Day	Month	Year	to	Day	Month	Year	
	01st	January	2024		31st	December	2024	
Set out on pages								(remember to include the page numbers of additional sheets)
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. 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.</p>							
Basis of independent examiner's statement	<p>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 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 accounts.</p>							
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</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 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 							
Signed:						Date:	2/4/25	
Name:								
Relevant professional qualification(s) or body								
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**

SC044648



Receipts and payments accounts						
For the period from	Period start date			to	Period end date	
	Day	Mo	Year		Mon	Year
	01	January	2024		31st	December 2024

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Membership	380				380	
Donations	654				654	
Scottish Forestry Plan Grant		1,000			1,000	
Argyll & Bute Communities Fund		2,500			2,500	
Refund from HMRC Corporation Tax	300				300	
					-	
					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities. Gift Aid Repayment.	-				-	
	-				-	
A1 Sub total	1,334	3,500	-	-	4,834	-
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	1,334	3,500	-	-	4,834	-
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs. (Insurance)	-				-	
Payments relating directly to charitable activities.	3,687				3,687	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination	-				-	
Preparation of annual accounts	-				-	
Legal costs	-				-	
Other					-	
					-	
A3 Sub total	3,687	-	-	-	3,687	-
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	3,687	-	-	-	3,687	-
Net receipts / (payments)	(2,353)	3,500	-	-	1,147	-
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(2,353)	3,500	-	-	1,147	-

SC044648



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Mo	Year			Mon	Year
	01	January	2024		31st	December	2024

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 £

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.	13,720				13,720	
	Surplus / (deficit) shown on receipts and payments account	(2,353)	3,500			1,107	
						-	
						-	
	Cash and bank balance at end of year.	11,367	3,500	-	-	14,867	-
Our Account 06003183,80-08-31		-	-	-	-	40	-

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	HCWG		£100k	£100k
	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

			31.03.25

Section C Notes to the Accounts

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

These are unrestricted funds raised to support the Helensburgh Community Group secure the long term future of Castle woods and all woodlands in the Helensburgh area.

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)

X

C3b Trustee remuneration - details

Authority under which paid	£

C4a Trustee expenses

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

X

C4b Trustee expenses - details

	Number of trustees	£

C5 Transactions with trustees and connected persons

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

C6 Other information

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 £
Donations + membership from existing members	1,034				1,034	
	-				-	
	-				-	
	-				-	
Total	1,034	-	-	-	1,034	-
	reference	-	-	-	reference	-

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Scottish Forestry	-	1,000	1,000	
Argyll & Bute		2,500	2,500	
			-	
			-	
Total	-	3,500	3,500	-
	-	reference	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 £
Subscriptions From Members	380				380	
Donations from members	654				654	
					-	
					-	
					-	
					-	
					-	
Total	1,034	-	-	-	1,034	-
	reference error	-	-	-	reference error	-

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 £
					-	
					-	
					-	
					-	
Total		-	-	-	-	-
	reference error	-	-	-	reference error	-

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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						
614 Donations+ 300 refund from HMRC	914				914	
Membership	380				380	
Balance transferred from closed project account					-	
Gross receipts from other charitable activities.Scottish Forestry + A&B Council	3,500				3,500	
Sub total	4,794	-	-	-	4,794	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	4,794	-	-	-	4,794	-
					cross ref error	
Payments						
Expenses for fundraising activities	3,687				3,687	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities						
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	3,687	-	-	-	3,687	-
					-	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	3,687	-	-	-	3,687	-
					-	
Net receipts / (payments)	1,147	-	-	-	1,147	-
Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	1,147	-	-	-	1,147	-

Nature and purpose of funds

These are unrestricted funds raised to support the Helensburgh Community Woodlands Group secure the long term future of Castle Woods and all Woodlands in the Helensburgh Area

Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings	nil				-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
					cross ref error	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets			1		-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					cross ref error	
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					cross ref error	
Nature and purpose of funds						