

McManus 168

13<sup>th</sup> October 2021

Enclosed please find requested documents for the above charity.

[REDACTED]

Chairperson

[REDACTED]

## Chairperson's Report 2020/2021

This has been a difficult year, initially because of Covid, but also because of resignations from office bearers, some due to ill health and some due to personal reasons.

As a result there are only five committee members, one of whom does not attend meetings and the remaining three are filling roles as well as their own. Two of the remaining office bearers are intending to resign when possible. At the moment McManus 168 is not viable and we are looking to wind it down.

We have contacted all members whose contacts we have, and asked what the membership thought of how they saw the 168 going forward, and if anyone would agree to be office bearers. We had several replies to this saying members would like the 168 to continue, but no-one was prepared to take on any office or be on the committee.

Sadly, we are now in the process of winding down and our next step is to write out to the members again inviting them to a meeting where there is only one item on the agenda, that of winding up the McManus 168.

Monies that we have we will be offering to the McManus itself, and we will state that we would want the money to be used for preservation projects. Some of the money could possibly be used to maintain the website datapage.

We have given a donation to the McManus for two restoration projects, one being Whistler sketches and one being restoration of a pattern book. These are going ahead, although they have been delayed because of Covid restrictions.

No other business has been possible due to Covid restrictions.

## **McManus 168**

### **Treasurer's Report for 2020**

Attached are the Annual Report and Accounts for 2019 which have been approved by the Independent Examiner as required by our constitution and the Charity legislation. I took over as Treasurer at the AGM in June 2019 from Sue Moody.

Our accounts are now much less complicated as the nature of our organisation changed towards the end of 2018. Up until then its main focus was the project to celebrate the 150<sup>th</sup> anniversary of the opening of what is now the McManus Gallery though that also involved our membership. The project was largely completed in 2018 and the 2019 accounts reflect this.

The change of treasurer and a change in the identity of the other signatory on our bank account required our bank mandate to be altered. The incompetence of Royal Bank of Scotland has caused immense difficulty. After a false start in June 2019 owing to an error on my part in filling in the online form, the process was beset by difficulties with the result that the change was only effected in April 2020. The process has been the subject of a formal complaint to the bank resulting in their Complaints Department producing an apology and compensation of £450. This sum will appear in next year's accounts. This has not caused the problems that it would have done during the original project though it has been a nuisance. That it has been possible to continue to function is due to the collaboration of my predecessor, Sue Moody, to whom I wish to record my gratitude.

As you can see, our income was derived from our membership subscriptions and three generous donations from the Tayport Charity Shop totalling £600. Our outgoings were mainly for the event marking the completion of the project celebrating the subscribers to the building of what is now the McManus Gallery. £173.50 was spent on the catering and a further £58 on gifts acknowledging the contributions of a number of volunteers.

[REDACTED]

Hon. Treasurer

April 2020

Comments in letter to Independent Examiner

Membership list provisional – 2020 lists plus a few additions

Disruption due to sudden illness and resignation of membership secretary

Compensation

Dear [REDACTED],

I have now drawn up the accounts for 2020. Our financial year is the calendar year. On a spreadsheet is a Receipts and Payments Account and a Statement of Balances as at 31st December 2020 using the spreadsheet for previous years. Our accounts are now much less complicated as the nature of our organisation changed towards the end of 2018. Up until then its main focus was the project to celebrate the 150<sup>th</sup> anniversary of the opening of what is now the McManus Gallery though that also involved our membership. The project was largely completed in 2018 and the 2020 accounts reflect that as did those of 2019.

Subject to your comments I can now provide:

1. The Constitution (attached)
2. The Receipts and Payments Account (attached)
3. Statement of Balances as at 31st December 2020 (attached)
4. Bank statements for 2019
5. Current electronic Membership list
6. Membership applications for 2019 (alphabetical order)
7. Membership receipts for cash and cheque payments at McManus Gallery
8. Bank lodgement receipts

Our subscription income fell during 2020 as members rarely renewed subscriptions once the lockdown started. Most of the renewals were the result of standing orders. We also received only £200 from Tayport Charity Shop where the figure had been £600 in the previous year. These reductions were offset by the payment of compensation of £450 by Royal Bank of Scotland in recognition of their poor service. This had been agreed during the previous financial year but was not paid until early in 2020.

Some membership application forms are not available. This is probably due to the sudden serious illness and subsequent resignation of the membership secretary

Best wishes,



**Receipts and Payments Accounts for the year ended 31st December 2018**

	£	2018 £	£	2017 £	2019 £	2020 £
	Restricted 168 project	Unrestricted	Total Funds			
<b>Receipts</b>						
Membership Subscriptions		834		805	708	242
Funding	7,241	0		10,000		
Donations		400			500	200 Tayport Charity Shop
Ticket Sales				0		
Auction Sales				0		
Compensation						450 RBS
<b>Total Receipts</b>	<b>7,241</b>	<b>1,234</b>	<b>8,475</b>	<b>10,805</b>	<b>1308</b>	<b>892</b>
<b>Payments</b>						
Event Expenses	859	288		18	173.5 Willowtree Catering	
Independent Examination		60		60		
Professional Fees	6,671			3600		
Equipment & Materials	2,345	114		210		
Digital Outputs/web	1,375			4125		
Volunteer Expenses				13	58	
Learning Materials				40		
Painting Restoration		618				
postage/stationery/printing		5.15			23.87 Leaflets Leisure & Culture	
<b>Total Payments</b>	<b>11,251</b>	<b>1,085</b>	<b>12,336</b>	<b>8,066</b>		0
<b>Surplus/(deficit) for year</b>	<b>(4,010)</b>	<b>149</b>	<b>(3,861)</b>	<b>2,739</b>	<b>1052.63</b>	<b>892</b>