

APPENDIX 1



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	12	2022	To	30	11	2023

Reference and administration details

Charity name	Isle of Bute Resilience Team
Other names charity is known by	
Registered charity number	SC048842
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)
1		Chairman		
2		Vice Chairman		
3		Secretary		
4		Treasurer		
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
N/A	

Structure, governance and management

Type of governing document

We are governed by a Constitution which we review annually and update as required. We also have a wide range of policies and procedures to cover every eventuality we are likely to encounter. If any are found to be lacking, we update them as required. This is done at Trustee meetings and must be passed by a majority.

Trustee recruitment and appointment

When Trustees are required to be appointed a notice goes out to the entire group asking if anyone wishes to be considered. They are then nominated and seconded by an existing Trustee and a vote is taken. If there are more than one nominee for a post, the one with the majority of the votes would be the one selected.

Objectives and activitiesTo assist the emergency services in times of need

Charitable purposes

- to assist the emergency services in times of need
- to assist the local Council as required in times of need
- to assist the local community when local events are taking place
-

Summary of the main activities in relation to these objects

- searching for missing people, assisting with traffic control etc
- filling and distributing sandbags, helping clear debris from roads, clearing footpaths and school playgrounds of snow and vegetation
- marshalling processions and crowded events and assisting with cycle and road races and the Highland Games.
- Assisting with transport to hospital
- Collecting and delivering shopping and prescriptions to those shielding due to Covid or other illness and distributing sanitiser
- providing a food bank for those in need
- providing a warm space with food for community
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Achievements and performance

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

Our temporary food bank set up a few years ago has expanded to supply people in need. We now also run a warm space providing hot food for the community. Our 4 * 4 vehicle is used for the above activities but also to provide transport for those requiring it for hospital visits off the island. It is also useful when assisting the police and ambulance services, especially to access more remote areas that are difficult for cars.

We assisted with and fund raised to provide Christmas boxes and presents for those in need.

We assisted the Council in making up and distributing sandbags, with clearing snow from school playgrounds and vegetation from footpaths in areas with elderly residents

We assisted at a number of community events eg sponsored walk, park run, cycle races, Highland Games, Pride march etc.

We obtained many donations from members of the community and local business over the year to assist with our running costs due to the extra costs of fuel involved this year. Other funding came from Bute Community Council and Argyll Lottery.

Financial review

Brief statement of the charity's policy on reserves

We have a policy of not going below having £50 in the bank to ensure we do not go into overdraft. However we did manage go under this on a few occasions this year but fund raising ensured that this was made up again within a short period of time.

Details of any deficit

We had a slight deficit at the end of the year (£23.89) but this was cleared very quickly at the start of the next month. Our payments did outweigh our income at some stages this year.

Donated facilities and services (if any)

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Other optional information

Declaration

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

Signed on behalf of the charity's trustees

Signature(s) SEE BELOW FOR SCAN OF
SIGNATURES

SEE BELOW FOR SCAN OF SIGNATURES

Full name(s)

Position (e.g. Chair)

Date 20 August 2024

20 August 2024

ISLE OF BUTE RESILIENCE TEAM

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD FROM 1 DEC 2022 TO 30 NOV 2023

	Unrestricted Funds to nearest £	
	Current Period	Previous Period to nearest £
RECEIPTS :		
Donations	£18,115	£13,450
Legacies		
Grants	£750	£22
Receipts from Fund Raising Activities	£1,807	£483
Gross Trading Receipts		£13,956
Income from Investments other than land and buildings		
Rents from land and buildings		
Gross Receipts from other charitable activities		
Sub Total	£20,672	£13,956
Proceeds from sale of fixed assets		
Proceeds from sale of investments		
Total Receipts	£20,672	
PAYMENTS:		
Expenses for fundraising activities	£1,816	£893
Gross Trading Payments		
Investment management costs		
Payments relating directly to charitable activities	£12,396	£12,369
Grants and donations		
Governance costs:		£678
Audit/Independent examination		
Preparation of annual accounts		
Legal costs		
Other		
Sub Total	£14,212	£13,940
Purchase of fixed assets	£6,542	
Purchase of investments		
Sub Total		
Total Payments	£20,754	£13,940
Net receipts/(payments)		
Transfers to/from funds		
Surplus/(deficit) for year	-£82	£15

APPENDIX 3



Report to the
trustees/members of

Registered charity
number

On the accounts of the
charity for the period

Set out on pages

Independent examiner's report on the accounts

v2

Charity name

SC

Period start date

Day Month Year

to

Period end date

Day Month Year

(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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 2006 Accounts 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

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

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, or

Signe

Name

Relevant professional
qualification(s) or body
(if any)

Address

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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

ISLE OF BUTE RESILIENCE TEAM

LIST OF ASSETS AND EQUIPMENT NOVEMBER 2023

ITEM	COST NEW	CURRENT VALUE	ANNUAL DEPRECIATION
Caravan	400	160	20%
Generator	1000	600	20%
Gazebo and Tables	1000	400	20%
Grit Spreaders	612	244.8	20%
Computer & Printer	700	525	25%
Radios/Phones	2000	1000	25%
Small Tools & Equipment	700	525	25%
Uniforms & PPE	2000	1000	50%
Hoover	149.99	119.992	20%
Freezer	244.99	195.992	20%
TOTAL	8806.98	4770.784	

