

SCOTTISH CHARITY NUMBER SC052431

THE FUNERAL FUND ASSOCIATION (SCIO)

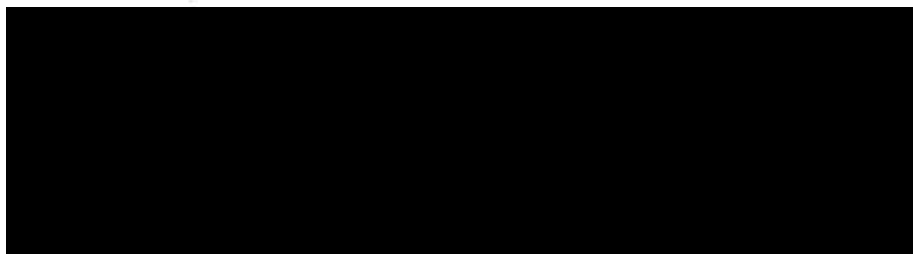
TRUSTEES' ANNUAL REPORT AND ACCOUNTS
For the year ended 30th September 2024

Mann Judd Gordon Ltd
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TRUSTEES' ANNUAL REPORT AND ACCOUNTS
Year ended 30th September 2024

The Trustees present their report with the financial statements of the charity for the year ended 30th September 2024.



Formation of charity

The Funeral Fund Association (SCIO) was formally registered as a charity by the Scottish Charity Regulator (OSCR) on 22 March 2023. Prior to that, the organisation had been known as The Funeral Fund Association for Lewis Fishermen and Women. All assets were transferred into the charity.

Objectives and Activities

Background

This long-established Funeral Fund has been providing reassurance for island families since 1904.

Originally set up to repatriate the remains of fishermen and those ancillary workers who followed the herring fleets around the UK, the fund continues to do this but, due to on-going demand, is also available to any persons, up to the age of fifty-five on first membership, residing in Wards 5-11 of Comhairle nan Eilean Siar i.e. the town of Stornoway and the areas of Point, Back and Lochs.

The Funeral Fund contributes up to £400 towards the cost of the coffin and up to £800 towards the cost of transport of the remains back to Lewis for burial. For the elderly, those in ill-health, those affected by disability, those in financial hardship or disadvantaged in any other way, the knowledge that these costs will be borne by the Funeral Fund brings great comfort.

The Fund volunteers aim to continue this reassurance.

Stated charitable objectives

The organisation's purposes are to assist the community of Comhairle Nan Eilean Siar, Local authority Isle of Lewis wards 5 – 11, wherever a Funeral Fund doesn't exist, to:

- (a) Prevent or relieve poverty through collection and management of a community funeral fund
- (b) Relieve those in need by reason of age, ill-health, disability, financial hardship or other disadvantages
- (c) Pursue any other purpose that may reasonably be regarded as analogous to any of the preceding purposes

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Achievement and Performance

The Fund's twenty-eight volunteer committee members, which included the six Trustees, all pull together to ensure that the five thousand members are well served by the Fund. The Trustees continue to engage with the local media to remind the public that the Fund offers support in time of need. The weekly newspaper 'Stornoway Gazette' and the monthly community magazines have recently carried articles explaining the service offered by the Fund and reminding members how to pay their fees.

The twenty-eight committee members serve as contacts for the members in their own areas and are a source of advice and support to members. Funeral claims are processed quickly.

The Fund continues to be able to donate money annually to the local hospital and hospice and to the care homes, all situated in the area of Stornoway. The trustees consider these donations to be in line with Section 4 (b) of the constitution, where the state charitable purposes is to, "Relieve those in need by reason of age, ill-health, disability, financial hardship or other disadvantages."

Financial Review

The principal funding source for the Fund comes from the very modest annual membership fee of £1.50 per member.

The charity reserves are maintained in a bank account with the Royal Bank of Scotland and to date the level of reserves has been more than sufficient to meet the administrative running expenses of the charity and to meet all funeral claims submitted. With the agreement of the Trustees and approved by a members meeting, a reserve account has been opened with Royal Bank of Scotland which offers better interest rates and a small working account remains with Royal Bank of Scotland.

Trustee remuneration and expenses

The only remuneration paid to trustees in the period under review related to fees payable to the Secretary and Treasurer, for services rendered in these regards. Payment for administration work, being different to the work of Trustees, is permissible under Clause 6, whereby the Fund's purposes noted in Clause 4 are furthered by administrative work

Reserves

The trustees have not yet established a reserves policy.

Future Plans

The Trustees and the Committee continue to work together to ensure the continuation of the Fund for the reassuring benefit of all its members.

Trustees continue to make efforts to attract more volunteers from the outlying communities.

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Structure, Governance and Management

Governing Document

The charity is a Scottish Charitable Incorporated Organisation (SCIO) and the purposes and administration arrangements are set out in the constitution which was adopted on 22 March 2023.

Recruitment and appointment of new trustees

The Members of the Board, who are the trustees for the purposes of charity law, may be appointed by way of a resolution passed by majority vote at a board meeting. At each annual general meeting at least one third of the board must retire, but those retiring are eligible for re-election.

Induction and training of new trustees

The charity undertakes training of trustees to ensure awareness and understanding of

- The responsibility of being a trustee
- The organisational structure of the charity
- The financial position of the charity
- The future plans and objectives of the charity

Statement Of Trustees' Responsibilities

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland, the Charities and Trustee Investment (Scotland) Act 2005, Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution, requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution. 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.

Approved by order of the board of trustees on 3/12/24..... and signed on its behalf by:

Trustee

THE FUNERAL FUND ASSOCIATION (SCIO)

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RECEIPTS AND PAYMENTS ACCOUNT

Year ended 30th September 2024

| | | | 2024 | 2023 |
|---|-------------------|-----------------|--------------|--------------|
| | Unrestricted £ | Restricted £ | Total £ | Total £ |
| RECEIPTS | | | | |
| Donations | - | - | - | - |
| Membership Fees | 6,798 | - | 6,798 | 7,861 |
| Bank interest | 344 | - | 344 | - |
| TOTAL RECEIPTS | 7,142 | - | 7,242 | 7,861 |
| PAYMENTS | | | | |
| Claims paid | 4,110 | - | 4,110 | 3,365 |
| Paid to collectors | 550 | - | 550 | 564 |
| Donations paid | 2,250 | - | 2,250 | 2,250 |
| Administration | 653 | - | 653 | 1,142 |
| Secretary and Treasurer's fees | 900 | - | 900 | 900 |
| Accountancy | 750 | - | 750 | 306 |
| TOTAL PAYMENTS | 9,213 | - | 9,213 | 8,527 |
| Excess of receipts over payments for year / (Excess of payments over receipts for year) | (2,071) | - | (2,071) | (666) |

THE FUNERAL FUND ASSOCIATION (SCIO)


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STATEMENT OF BALANCES

As at 30th September 2024

| | | | 2024 | 2023 |
|---|-------------------|-----------------|---------------|---------------|
| CASH AT BANK | Unrestricted £ | Restricted £ | Total £ | Total £ |
| Opening balances | 68,433 | - | 68,433 | 69,099 |
| Excess of receipts over payments for year / (Excess of payments over receipts for year) | (2,071) | - | (2,071) | (666) |
| Closing balances | <u>66,362</u> | <u>-</u> | <u>66,362</u> | <u>68,433</u> |
| Represented by: | | | | |
| Bank account balances | | | 66,357 | 67,211 |
| Cash in hand | | | 6 | 23 |
| War Stock at Cost 3.5% | | | - | 1,200 |
| Closing balances | | | <u>66,362</u> | <u>68,433</u> |

Approved by the Trustees and signed on their behalf.



Trustee

3/12/24

Independent Examiners' Report to The Funeral Fund Association (SCIO)

I report on the accounts of the charity for the period ended 30th September 2024 which are set out on pages 4 and 5.

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 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.

Basis of independent examiners' 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 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 examiners' statement

In the course of my examination, no matter has come to my attention 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

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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