

CAIRNGORMS ARCHIVE TRUST SCIO

Scottish Charity Number SC 048307

**Annual Report and Financial Statements
for the period ended 30 April 2020**

Trustees' Annual Report for the year ended 30 April 2020

The Trustees have pleasure in presenting their report together with the financial statements for the year ended 30 April 2020.

Reference and administrative information

Charity name

Cairngorms Archives Trust SCIO

Charity number

SC048307

Address

8 Milton Park, Aviemore, PH22 1RR

Current trustees

Liz Morris
Grant Moir
Eric Lawther
Hayden Lorimer
Jo Porter – appointed
John Rosenfield
Gordon Scott – appointed
Ann Wakeling

Patron

Robert Macfarlane

Structure, governance and management

Constitution

The Charity is a Scottish Charitable Incorporate Organisation SCIO. It was registered as a SCIO on 18 April 2018. It has a single tier structure and all trustees are members of the charity.

Appointment of Trustees

At each AGM, the members may elect any member (unless they are debarred from membership) to be a charity trustee, and may at any time appoint any member (unless they are debarred from membership) to be a charity trustee.

At each AGM, all of the charity trustees must retire from office - but shall then be eligible for re-election unless:

- they advise the board prior to the conclusion of the AGM that they do not wish to be re-appointed as a charity trustee; or
- an election process was held at the AGM and they were not among those elected/re-elected through that process;

Objectives and activities:

Charitable purpose

To ensure that the wealth of information about the Cairngorms that is held by many people over Scotland and the UK has a home to be protected and preserved for future generations. This is an area that has been studied for many years. It is imperative that this information is preserved and is made accessible for people to use in the future.

Activities

A Board Meeting was held on 6th May 2019 followed by the Annual Members Meeting and launch of CATS on 10th June. A further Board Meeting was held on 18th November. During the year 44 items from the Porter collection were catalogued and formally donated to the charity. These range from collections of magazines containing articles on the Cairngorms (each magazine run catalogued as one item) to correspondence relating to scientific field projects and field observations. The material is stored temporarily at the CNPA office in Grantown-on-Spey. Further material remains at Jo Porter's home. In all some 10% - 20% of the material has been assessed to be unique, the rest being printed matter which could be found elsewhere. Staff from the Highland Archive Service (HAS) viewed the material in a visit on 27th February accompanied by Norman Newton, an Advisor to CATS.

A service agreement was negotiated with HAS which provided for the unique material to be catalogued at the Inverness Archive Centre by CATS volunteers, led by a retired professional archivist. The material would then be taken into the archives on temporary loan until such time as a permanent home could be found. Unfortunately, the Covid-19

outbreak has put these plans on hold and it is not clear when or if the service agreement can be revived.

The Trustees also undertook a search for a suitable space to store the non-archiveable material until a permanent home could be found. HAS staff suggested an ex-archive store in Abernethy but after protracted negotiations the owners of the building (Highland Council) decided it should be demolished. Other options were explored but without success.

The year ended with activities suspended because of the corona virus lockdown.

Financial review

The accounts for the charity have been prepared on a receipts and payments basis. Income received in the year was from donations. The sole running expense was the cost of maintaining a presence on the donations website “JustGiving”.

Future plans

Our short term aim remains to sort and catalogue material from the Porter collection and to try to ensure the material is transferred for safeguarding to local archives or other safe storage.

Our longer-term aim is to preserve the extensive and scattered scientific, cultural and historical material relating to the Cairngorms and make it available for the general public to appreciate. Our long term goal is to keep all the material together in a dedicated building, open to the public, within the Cairngorms National Park.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CAIRNGORMS ARCHIVE TRUST

I report on the accounts of the charity for the period ended 30 April 2020 which are set out on pages 6 and 8.

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 Trustees Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) regulations 2006. The charity's trustees consider the audit requirement of Regulation 10(1)(d) of the 2006 accounts Regulation 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 me 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 and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure 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

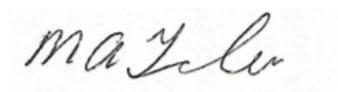
In the course of my examination, no matter has come to my attention which gives my reasonable cause to believe that in any material respect the requirements:

- 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 accorded with the accounting records and comply with Regulation 9 of the 2006 accounts regulation

Have not been met, or

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

Mark Tucker ACCA



Date 8th September 2020

STATEMENT OF RECEIPTS AND PAYMENTS
for the year ended 30 April 2020

	Unrestricted funds £	Year ended 30 April 2020 £	Period ended 30 April 2019 £
Receipts			
Donations	364	364	243
Total receipts	364	364	243
Payments			
Cost of charitable activities	196	196	-
Total payments	196	196	-
Surplus for the period	168	168	243
Opening reserves	243	243	-
Closing reserves	411	411	243

STATEMENT OF BALANCES
as at 30 April 2020

	Unrestricted funds	Total 2020	Total 2019
	£	£	£
Opening cash at bank and in hand	243	243	-
Surplus for the period	168	168	243
Closing cash at bank and in hand	<u>411</u>	<u>411</u>	<u>243</u>

Bank and cash balances

Bank deposit account	<u>411</u>	<u>411</u>	<u>243</u>
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NOTES TO THE ACCOUNTS

for the year ended 30 April 2020

1 Basis of accounting

The accounts have been prepared on the Receipts and Payments basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2005 (as amended).

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The Trustees maintain a single unrestricted fund for the day to day running of the charity.

3 Donations

	Unrestricted funds	Total 2020	Total 2019
	£	£	£
Donations received	364	364	243