

CHARITY NO: SC025026

COMPANY NO: SC166766

COMHAIRLE NAN LEABHRAICHEAN

(A company limited by guarantee)

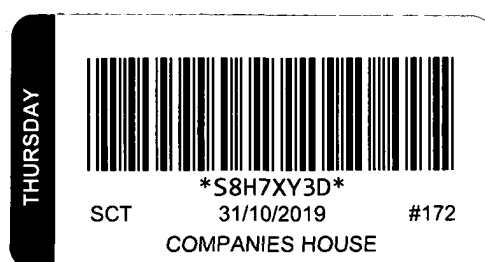
REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

COMPANIES HOUSE
EDINBURGH

31 OCT 2019

FRONT DESK



COMHAIRLE NAN LEABHRAICHEAN
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REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

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COMHAIRLE NAN LEABHRAICHEAN
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LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name: Comhairle nan Leabhraichean

Registered Office and Operational Address: 32 Mansfield Street
Glasgow
G11 5QP

Charity Registration Number: SC025026

Company Registration Number: SC166766

Trustees: Catriona Murray (Chair)
Seumas Campbell (terminated 19th December 2018)
Ceitidh Murray (terminated 19th December 2018)
Ian Smith
Sim Innes
Donald Cameron
Margaret MacLeod Nicolson
Morna Butcher
Marion Sinclair (ex officio)
Iain MacKenzie (appointed 27th March 2019)
Donna M MacIver (appointed 27th March 2019)
Catriona MacIassac (appointed 26th June 2019)

Secretary: Rosemary Ward (resigned 5th October 2018)
Alison Lang (appointed 7th January 2019)

Manager: Rosemary Ward (resigned 5th October 2018)
Catriona Murray (appointed 1st October 2018,
resigned 15th January 2019)
Alison Lang (appointed 7th January 2019)

Independent Examiners: Wylie & Bisset LLP
Chartered Accountants
168 Bath Street
Glasgow
G2 4TP

Bankers: Bank of Scotland
258/262 Dumbarton Road
Glasgow
G11 6TU

Solicitors: Turcan Connell
Princes Exchange
1 Earl Grey Street
Edinburgh
EH3 9EE

COMHAIRLE NAN LEABHRAICHEAN
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

The trustees are pleased to present their annual directors' report and financial statements of the charity for the year ending 31 March 2019.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The legal and administrative information on page one forms part of this report.

Chair's Report

2018-2019 has been both a landmark year and a transitional year for the Gaelic Books Council.

Firstly, we celebrated 50 years of support for Gaelic writing and publishing; a milestone which marked the growth of the Gaelic Books Council from its beginnings in a small office within the Celtic Department at the University of Glasgow in 1968 to its current larger premises in Mansfield Street, Partick, Glasgow, where, in addition to having our offices, we welcome the public to browse and buy in our well-stocked and attractive bookshop.

Secondly, in December 2018 we welcomed a new Director of the Gaelic Books Council. Writer Alison Lang was appointed following the departure of Rosemary Ward after eight successful years in the post. Rosemary had a major influence on the Gaelic literary scene in her tenure as Director and I'd like to extend my warm thanks to her for her commitment, enthusiasm and leadership of the organisation and also for her personal support to me from when I became Chair in September 2017. As a board we are delighted to have secured Alison as our new Director and we look forward to building on the success of the Gaelic Books Council as the lead organisation for the advancement of Gaelic writing and publishing under Alison's stewardship.

Our 50th anniversary year has been marked with a number of special creative projects and events. A commemorative 50th logo was commissioned from Graficanna. We published a Gaelic booklet, *CNL@50*, a guide to the organisation's history, with an additional version in English. In September Cuairt Mhòr nan Gàidheal took us on a walking literary tour of the west end of Glasgow and entertained us through drama, poetry and prose. A marketing seminar for writers and publishers was held in November in Glasgow's Theatre Royal. In December, at a reception in the Kelvin Hall, in conjunction with the University of Glasgow, two new literary prizes were awarded for this 50th year only: the Derick Thomson prize for original Gaelic poetry was awarded to Rona MacDonald and the recipient of the Chrisella Ross prize for a children's short story in Gaelic was Morag Ann MacNeil. A touring Gaelic Books Council@50 exhibition is currently to be seen in the Library of the University of Glasgow, having been to the Edinburgh International Book Festival, Sabhal Mòr Ostaig in Skye and the Royal National Mod in Dunoon amongst other places throughout the year.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Chair's Report (continued)

We were delighted too to be the subject of parliamentary motions by the Western Isles MSP Dr Alasdair Allan in the Scottish Parliament and by the Western Isles MP Angus Brendan MacNeil in the UK Parliament in honour of our 50th anniversary.

The board thanks Rosemary Ward, John Storey, Mairi MacCuish, Shelagh Campbell and John Norman MacDonald for delivering this impressive number of celebratory projects in addition to their general work throughout the year. These projects were brought to fruition as a result of additional funding of £25,000 from the Scottish Government for which we were very grateful.

We continue to have good relationships with our core funders, Creative Scotland (Regularly Funded Organisation 2018-2021) and Bòrd na Gàidhlig (agreed three-year funding 2019-2022). However, we are not complacent about future funding and, as a board, we are aware of the need to identify and nurture new income streams in what is a challenging financial climate.

Our partnerships with sector organisations such as the Scottish Book Trust, Playwrights' Studio Scotland, Literature Alliance Scotland and Publishing Scotland, in addition to Gaelic organisations like An Comann Gàidhealach, Theatre Gu Leòr, An Lòchran, Stòrlann and Glaschu Beò are hugely important to us in terms of collaboration and for the active promotion of Gaelic literature and publishing.

Central to all is our relationship with our writers, readers and publishers. This year amongst several book launches across the country were Màrtainn Mac an t-Saoir's *Samhradh '78* in Uist and Aonghas Pàdraig Caimbeul's *Constabal Murdo* at the Royal National Mod in Dunoon, and Inverness-based author Ruairidh MacIlleathain's *Còig Duilleagan na Seamraig*, which won Duais Dhòmhnaill Meek 2018. November saw the launch of Acair's landmark account of the loss of HMY Iolaire, *The Darkest Dawn: The Story of the Iolaire Tragedy* by Malcolm MacDonald and Donald John Macleod at the Faclan Book Festival in Stornoway.

In December we bade farewell to two valued board trustees, Katie Murray, who had also served on the Grants Committee, and Seumas Campbell. We thank them for their advice, wisdom and support at all times. Three new trustees, Donna Mairi MacIver, Iain MacKenzie and Catriona MacIsaac, were appointed in March 2019.

It is a privilege for me to be Chair of the Gaelic Books Council. Delivering our core aim of supporting Gaelic books is at the heart of that responsibility.

Catriona Murray

Chairperson

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Our Purpose and Vision

The purposes of the charity are:

- To support the development of Gaelic writing.
- To stimulate interest in Gaelic books and other related materials.
- To support Gaelic authors and publishers by awarding commission grants and publication grants.
- To support the Gaelic publishing industry through training, advice and guidance.
- To increase the range, quality and impact of Gaelic literature.
- To collaborate with arts agencies to increase access to Gaelic literature
- To generate funds through retail, online and outreach sales of Gaelic books.

The vision that shapes our annual activities seeks to increase readership, and work in collaboration with other local and national agencies to increase the range, quality and impact of Gaelic books, and increase access to Gaelic literary works. Comhairle nan Leabhraichean (The Gaelic Books Council) is the lead organisation for Gaelic literature in Scotland and internationally and contributes to the quality of life of Gaelic speakers and learners of the language through the provision of interesting, engaging and accessible Gaelic literature.

Our Funding

The Gaelic Books Council generates income through our Glasgow bookshop, online and outreach sales. The annual sales target had been set at £80,000, with a view to increasing this to £84,000. The Gaelic Books Council has two main funding bodies:

- **Creative Scotland** – The Gaelic Books Council is one of Creative Scotland's Regular Funded Organisations (RFO).
- **Bòrd na Gàidhlig** – The Gaelic Books Council is one of Bòrd na Gàidhlig's key delivery agents. In addition to its core responsibilities for literature, the Gaelic Books Council also administers third party grant funds to Acair Ltd and manages the utility finances of An Léanag, the Gaelic development hub in Glasgow, on behalf of Bòrd na Gàidhlig.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Our Business Goals

The Gaelic Books Council has set the following business goals for the charity over the period of its current three year business plan (2018-21):

- to increase online and outreach sales by 5% year on year.
- to realise an annual sales turnover in excess of £90,000 by Year 3 (2021).
- to increase the number of Gaelic publications supported through the Grants Scheme.
- to increase the visibility and incidence of Gaelic books at national literary and arts events.
- to increase the company visibility through relevant social media, online and digital initiatives.

The charity has three major areas of activity. These are supporting writers and publishers, investment in the creative industries and the promotion of Gaelic books and reading through marketing, retail and distribution, and our education programme.

Support for Writers and Publishers

Publication and Commission Grants

Grant applications are invited from writers and publishers on a quarterly basis, with deadlines for submissions prominently advertised on the organisation's website. All applications are assessed and responded to within a designated timeframe, and while priority is given to projects entirely in Scottish Gaelic, funding is also provided to bilingual works that contain a percentage of Gaelic content.

Literature and Publishing staff have authority to approve grant applications up to, but not exceeding, £1,000, and the Gaelic Books Council's Grants Sub-Committee makes decisions regarding all other applications for commission and publication grants. The Grants Sub-Committee conducts an annual review of funding criteria and publication priorities.

In 2018-19, as part of our investment programme in Gaelic publishing, the Gaelic Books Council allocated block grants to CLÀR to support the development of content for the Gaelic literary magazine, *STEALL*, and for the development of an agreed programme of Gaelic publications. CLÀR received £4,000 to support the development of its annual publication programme and *STEALL* magazine was awarded £5,000 for the development and preparation of edition 05. These block grants provide a degree of stability and continuity for small Gaelic publishers like CLÀR.

In 2018-19, 14 commission applications were received, and 12 commission grants, worth £25,150 in total, were awarded. During the same period, 27 publication grant applications were received and 25 publication grants, worth £41,748 in total, were approved. These awards and the block grants to publishers were allocated from an annual budget of £90,000 designated for commission and publication grants.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Publication and Commission Grants (continued)

The charity also continued to support publishers through the Special Fiction Fund, which allows the Grants Sub-Committee to award a higher proportion of publication costs for up to two new fiction titles per publisher per year, and in 2018-19 Acair and CLÀR were successful in securing funding to support two new fiction titles through this fund, with grants totalling £8,298.

Two new novels – *Constabal Murdo* by Aonghas Pàdraig Caimbeul and *Samhradh '78* by Màrtainn Mac an t-Saoir – were published in 2018-19 by Luath Press under their tender agreement with the Gaelic Books Council for the development of new Gaelic fiction, and work on forthcoming titles under this agreement has continued throughout the year.

Writer Awards

The Gaelic Books Council works in partnership with our funders and other national agencies to deliver a programme of annual literary awards. The charity works in collaboration with the Scottish Book Trust and offers annual awards for two new Gaelic writers and a young Gaelic writer, and in 2018-19 also offered a place on the inaugural Ignite/Las Fellowship programme to support an established Gaelic writer in developing and expanding their craft. An annual award for a Gaelic playwright has been established in collaboration with Playwrights' Studio Scotland. Collaboration with both these agencies gives the recipients of the Gaelic awards access to generic training, performance opportunities and peer/mentor support. The charity has been a sponsor of the Gaelic poetry competition at the Wigtown Book Festival for eleven years now and will continue to support this national competition in the future.

The **Donald Meek Award** remains the Gaelic Books Council's most prestigious annual literary prize and Gaelic writing and publishing showcase. In October 2018, the National Piping Centre in Glasgow was once again the venue of choice for the third dedicated Gaelic awards ceremony showcasing the very best of Gaelic literature and culture, with guests enjoying an evening event filled with literary readings and music and Ruairidh MacIlleathain's novel *Còig Duilleagan na Seamraig* claiming the top prize in a strong field.

To mark the 50th anniversary of the Gaelic Books Council, two special prizes were awarded in 2018-19 – the Derick Thomson Award for poetry and the Chrisella Ross Memorial Award for children's fiction. The call for submissions resulted in a wide range of strong entries in both categories and the winners were announced at a celebratory event at the Kelvin Hall in December 2018.

Investment in the Creative Industries

As the lead organisation for Gaelic literature, the Gaelic Books Council makes a distinctive contribution to Scotland's creative and cultural landscape. The charity has a long-term aim to support the Gaelic publishing industry through succession planning, training and development opportunities, and collaboration with local and national arts agencies.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Investment in the Creative Industries (continued)

The Gaelic Books Council's suite of courses on Gaelic writing and editorial skills for the creative industries, accredited by Glasgow Caledonian University in 2017, was made available to industry professionals throughout 2018-19, with particular interest from the broadcast journalism and television production sectors. A programme of introductory, refresher and three-day intensive courses is available and can be tailored to suit the needs of participating organisations and individuals, and courses were successfully delivered in Inverness and in Glasgow.

Education / Love Literature

The charity continues to focus on fostering a love of reading for enjoyment among young people and families and in 2018-19 our young Gaelic reading ambassador, Linda Macleod, delivered 56 Leugh is Seinn le Linda (Read and Sing with Linda) sessions in the Gaelic Books Council's bookshop, in schools and community venues, and at literary festivals across the country. Due to the popularity of the shop sessions, a booking system has been introduced, but the sessions remain free of charge to parents and children. Schools and community groups are offered a first session for free but thereafter will be expected to pay a small fee.

The charity's 50th anniversary celebrations provided further opportunities to involve young Gaelic speakers in enjoyable reading activities, with a teddy-bears' picnic at Kelvingrove Museum forming part of the September 2018 Cuairt Mhòr nan Gaidheal (Great Gaelic Walking Tour) in Glasgow.

Sales and Marketing

The new General Data Protection Requirement (GDPR) has had an impact on many businesses, and the Gaelic Books Council was no different. Complying with the GDPR changes, which came into effect in May 2018, reduced the databases previously used in the charity's marketing efforts by around 70%, which took a particularly severe toll on the circulation of our email newsletter and therefore on our ability to keep customers and stakeholders informed about new books and on-going literary activities. As a result, our sales target of £80,000 was not met in 2018-19. A number of factors may also have contributed to the shortfall, including staff changes, staff sickness, competition from other retailers, reduced local authority spending on books for schools and libraries, and the introduction of parking charges near the bookshop.

Efforts continue to rebuild the charity's distribution lists on an opt-in basis, but a year after GDPR came into effect our subscriber basis is still only around half the size it was before the new rules were introduced. Our other online and social media platforms have become increasingly important for outreach and communications, and the number of followers for the Gaelic Books Council's official Facebook and Twitter accounts increased by 5% and 14% respectively in 2018-19. New GBC accounts have been created on YouTube and Instagram and efforts will continue to reach new audiences through social media. The importance of a strong web presence is evident in the growth of sales through our online shop, with 27% of our sales in 2018-19 being through our website.

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Sales and Marketing (continued)

The Leugh Leam online reading club, hosted in a Comhairle nan Eilean Siar “e-sgoil” virtual classroom, attracted around 40 participants from Scotland and throughout the world for a series of sessions in which learners and fluent speakers were able to read together and discuss 5 contemporary Gaelic novels.

A total of 6 Gaelic-medium schools from across Scotland accessed the Gaelic Books Council's school book club scheme, Leum dhan Leabhar, in 2018-19. Eleven Gaelic primary schools took part in a competition run by the Gaelic Books Council to write stories and draw pictures to celebrate World Book Day in March 2019, and 119 entries were received. A number of promotional campaigns were offered to customers both in store and online, including seasonal sales and flash sales on specific genres. A new charity campaign, Togail Choimhearsnachdan Leughaidh (Building Reading Communities), was launched in February 2019 to allow customers to donate book tokens to help communities that face difficulty in securing official funding to build suitable library resources.

The Gaelic Books Council collaborated with several local and national arts festivals to programme Gaelic literary events and sales opportunities, including the Nairn Book Festival, the Royal National Mod, Wigtown Book Festival and Aye Write. As part of Book Week Scotland, 17 Gaelic authors had the opportunity to attend a marketing seminar organised by the Gaelic Books Council in November 2018, with guest speakers from the publishing sector, on how to promote their work, engage with literary festivals, and market themselves and their books effectively through social media and personal appearances.

The Edinburgh International Book Festival programmed an event in August 2018 to celebrate 50 years of the Gaelic Books Council, and the Gaelic Books Council organised a day of literary events, Cuairt Mhòr nan Gaidheal (the Great Gaelic Walking Tour) in September 2018, including a specially commissioned open-air play, music from Govan Gaelic Choir and events at the Goethe Institute and Glasgow University. The publication of two books on the history of the charity, *CNL@50* (in Gaelic) and *GBC@50* (in English) and a touring exhibition were also developed by Gaelic Books Council staff to mark the anniversary. Additional funding from the Scottish Government, received in the final quarter of 2017-18, allowed the Gaelic Books Council to organise these special activities during 2018-19, in addition to the charity's usual creative programme.

Other literary events included a book launch at the French Institute in Edinburgh for *Un passe-temps pour l'été*, by Màrtainn Mac an t-Saoir, originally published in Gaelic as *Ath-Aithne* (Ùr-Sgeul/CLÀR, 2003) and translated into French with the support of Creative Scotland and Publishing Scotland.

A number of other literary events were held throughout the year. The use of the charity's bookshop as a venue for book launches, children's reading sessions and meet-the-author events means that associated costs are very low, which enables the charity to offer these events as free to the public to encourage new, younger audiences and readers and helps the charity to meet its objectives of raising the profile of Gaelic literature, fostering an appreciation of Gaelic writing and encouraging Gaelic reading.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Achievements and Performance

In 2018-19, the Gaelic Books Council continued to demonstrate its capacity to work efficiently as an organisation and to work effectively in collaboration with a range of other agencies, to deliver services of the highest quality and to provide value for money. In spite of the continued difficult economic climate and standstill funding, the charity consistently met the majority of the performance targets set by Bòrd na Gàidhlig, with the exception of the sales target, as previously described. The information set out in Table 1 below shows the extent to which the charity has met or exceeded agreed targets and consistently strives to provide best value.

Contractual Conditions	Contractual Target	GBC Actual
Marketing support for new Gaelic publications	10 events	23 events
Income from sale of books	£80,000	£66,110
Publications Grants for Gaelic Publishers	10 new titles	25 new titles
New Gaelic (adult) Fiction	4 new titles	4 new titles*
Community based events promoting Gaelic literature	40 events	46 events
Training for new Gaelic writers	4 new writers	4 new writers
Training programme for Gaelic writers & editors	1 course	3 courses + 1 marketing conference

Table 1

* New titles: *Constabal Murdo*, *Samhradh '78*, *Am Balach Beag a dh'Èisteadh aig Dorsan*, *An Còta Dathach agus Deich Sgeulachdan Eile*

The staff of the Gaelic Books Council deserve credit and praise for their professional and enthusiastic efforts to consistently deliver a successful creative programme and consumer services of the highest quality, particularly in a landmark year for the charity and throughout the changes in leadership following Rosemary Ward's departure as Director. The Chair and Trustees of the Board are also worthy of praise for their willingness to give of their time to support and promote the work of the charity, and particular thanks are due to the Chair, Catriona Murray, for acting as Interim Director between Rosemary Ward's departure in October 2018 and the appointment of Alison Lang as the new Director in January 2019.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Financial Review

The Gaelic Books Council generates income through our Glasgow bookshop and through online and outreach sales. The Books Council has two main funding bodies:

- **Creative Scotland** – The Gaelic Books Council is one of Creative Scotland's Regular Funded Organisations. RFO funding is awarded for a period of three years.
- **Bòrd na Gàidhlig** – The Gaelic Books Council is one of Bòrd na Gàidhlig's key delivery agents. In addition to its core responsibilities for literature, the Gaelic Books Council also administers third party grant funds to Acair Ltd and manages the utility finances of An Léanag, the Gaelic development hub in Glasgow, on behalf of Bòrd na Gàidhlig.

Given the challenging economic conditions, the board had set the charity's annual sales target at £80,000, with what was considered a realistic aim of increasing total sales by 5% year on year. However, in 2018-19, sales fell short of the target for a variety of reasons, including staff changes, staff sickness, competition from other retailers, reduced local authority spending and the impact on digital marketing efforts of the new GDPR rules, so sales targets for subsequent years will have to be reviewed as a result. The support of Creative Scotland and Bòrd na Gàidhlig continues to be essential in helping the charity to deliver an important and varied programme of creative projects.

The results for the year are set out in the Statement of Financial Activities on page 18. The charity made a surplus of £3,933 for the year and had funds carried forward at 31 March 2019 of £148,400. Costs such as postage and utilities continue to increase, and every effort is made to operate as efficiently as possible so as to deliver our creative programme and improve our marketing to drive up book sales. The charity still maintains a healthy cash and reserves position and hopes to achieve a breakeven/surplus position for 2019-20.

The Council and its Members

The directors of the charitable company Comhairle nan Leabhraichean (The Gaelic Books Council) are its Trustees for the purpose of charity law.

Trustees are invited to apply for the position through national advertisement and are selected by the Chair and Director on the grounds of their ability to advise staff on how best to progress the work of the charity. Trustees are appointed for three years, in the first instance, but may serve for a further two years if that is mutually agreed.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

The Council and its Members

The Trustees who served during the year and since the year-end, unless otherwise stated, were as follows:

Catriona Murray (Chair)
Seumas Campbell (terminated 19th December 2018)
Ceitidh Murray (terminated 19th December 2018)
Ian Smith
Sim Innes
Donald Cameron
Margaret MacLeod Nicolson
Morna Butcher
Marion Sinclair (ex officio)
Donna Màiri MacIver (appointed 27th March 2019)
Iain MacKenzie (appointed 27th March 2019)
Catriona MacIsaac (appointed 26th June 2019)

Trustee Induction and training

New trustees undergo an induction day to brief them on the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and the charity's creative priorities. During the induction day, new trustees meet the employees and are given an insight into their key roles and responsibilities. Personnel from Arts and Business Scotland provide external training for trustees on their legal obligations under charity and company law and the Scottish Charity Regulator's guidance on trustee duties.

Organisation

The board of trustees, which has no maximum number of members, but which must have a minimum of four members, administers the charity. Board meetings are held four times a year. A sub-committee (Grants Committee) meets four times a year to respond to applications from authors and publishers for grants and commissions. Company finances are scrutinised at the quarterly board meetings and where appropriate, variance reports are prepared for trustees.

The Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Director has delegated authority, within the terms of delegated powers approved by the trustees for operational matters including finance, employment and creative programme related activities.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Related parties and co-operation with other organisations

Trustees are unpaid but may receive travel and subsistence expenses incurred by them in connection with their attendance at board / committee meetings. Any connection between a trustee or member of staff with a publisher, author or arts organisation must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. The Chair, Catriona Murray, has notified the Board that she is editing a volume of poetry by Murchadh MacPhàrlain for publication by Acair Ltd, a regular recipient of the charity's publication and commission grants, and that she had been awarded a Gaelic Books Council commission grant for this work before her appointment as Chair in 2017.

The Gaelic Books Council works in collaboration with a range of national arts and Gaelic organisations. Our many collaborations with Scottish Book Trust include the annual Gaelic New Writers Awards, to identify and support new Gaelic writers, the What's Your Story? (Young Writers) project, specifically for young people aged 14-17 with an interest in writing, illustration or story-making through music and film, the First Minister's Reading Challenge, Reading Friends and our involvement in Book Week Scotland. The charity continues to maintain its collaboration with the Scottish Poetry Library and sponsors a Gaelic poetry postcard as part of the set of eight issued to all schools and libraries to mark National Poetry Day in Scotland.

The charity also works in partnership with Playwrights' Studio Scotland and funds an annual Gaelic Playwright Award specifically to stimulate interest in Gaelic drama writing. The charity also funds the Gaelic poetry prize at the annual Wigtown Book Festival. Collaborations with Gaelic agencies include liaison with BBC ALBA and MG ALBA on Gaelic broadcasting content and literature, providing Fèisean nan Gàidheal with literary content for the Blas festival, and collaboration with An Comann Gaidhealach on literary prizes and events at the Royal National Mòd.

Staffing Structure

The Gaelic Books Council employs five FTE members of staff. During 2018-19 the following staff members were employed:

Rosemary Ward	Director (until October 2018)
Alison Lang	Director (since January 2019)
John Storey	Head of Literature and Publishing
Màiri MacCuish	Literature and Publishing Officer
Shelagh Campbell	Sales and Marketing Officer
John N. MacDonald	Sales and Finance Officer

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Pay Policy

While there had been no formal Audit or Remuneration Committee in place for a number of years following a pay freeze in 2012-13, in March 2018 a Remuneration Sub-Committee was established to review staff pay. In April 2018 it approved a 2% inflationary uplift, to take effect from 1 April 2018. The Remuneration Sub-Committee will be reconvened in 2019-20 and annually thereafter.

Investments

In 2017-18, following advice and the creation of a legally binding contract, the charity agreed to loan the local organising committee of the 2019 Royal National Mòd in Glasgow £10,000 from its interest-bearing deposit account, to pump-prime the Mòd committee's fundraising campaign. This was a one-off non-recurring loan, which together with the Gaelic Books Council's legal costs was repaid in instalments by the Mòd committee with the final payment being received in March 2019. The whole sum of £10,000 was transferred from the charity's current account back into its interest-bearing deposit account in May 2019.

The Gaelic Books Council made a successful bid to Bòrd na Gàidhlig in 2017-18 for a grant of £7,900 for a project to be run in collaboration with Traditional Arts and Culture Scotland (TRACScotland) to develop a Gaelic storytelling network, due to begin in July 2018. However, following Rosemary Ward's resignation as Director, it was decided that TRACScotland would run the project alone, as the Gaelic Books Council did not have the staff resources, and the majority of the grant money paid to the Gaelic Books Council by Bòrd na Gàidhlig was transferred to TRACScotland in October 2018, with the final 10% (£790) being received from Bòrd na Gàidhlig on completion of the project and transferred to TRACScotland in May 2019.

A further £6,400 was received from Bòrd na Gàidhlig in 2018-19 to support additional marketing efforts around the charity's 50th anniversary celebrations.

Reserves policy

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure.

The Board has adopted a formal reserve policy:

- To provide six months charitable running costs with a target date of 10 years. At current levels of expenditure this would equate to £243,361. This will be to cover staff costs, rent, communications, postage & carriage and other liabilities of the key projects being delivered by the Gaelic Books Council.
- Currently, general reserves stand at £97,232 which is below the targeted level.

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Managing Risks

The charity has a risk management strategy which involves:

- an annual review of the key risks that the charity might face;
- the establishment of policies, systems and procedures to mitigate those risks;
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

The annual risk management evaluation process identified the following key risks:

1. Reduction in investment in the Gaelic Books Council.
2. Potential reduction in sales due to the economic downturn.
3. Loss of ICT / Server / SAGE data.
4. Catastrophic damage / loss of fixed assets & stock.

The following actions have been taken to manage these risks so that they become less of a threat:

1. Raising the profile of the organisation significantly, providing services of the highest quality achieving/exceeding contractual targets agreed with Bòrd na Gàidhlig (BnG), realising running cost efficiencies that can be directed to frontline services, actively sourcing funding for new projects and partnership working with other arts agencies should reassure key funders of the GBC's reliability and ability to deliver. The fact that BnG is offering three-year contracts from April 2019 offers a further degree of stability.
2. Increase in outreach sales activities, online sales offers, increasing footfall into the bookshop through other events such as book launches and readings.
3. New Server purchased and installed by Euro Systems with new service contract in place with Euro System/all files backed up to the Cloud.
4. Due care and diligence during working hours, annual electrical appliance testing, appropriate out-of-hours security measures in place, all necessary insurance policies in place.

Plans for Future Periods

Having secured a new three-year funding agreement with Bòrd na Gàidhlig for 2019-22, the Gaelic Books Council will be able to tackle some strategic issues for Gaelic publishing while contributing to broader development goals for Gaelic literacy and increasing the confidence of Gaelic speakers to use the language, as set out in the National Plan for Gaelic. Bòrd na Gàidhlig has specifically charged the Gaelic Books Council with the task of developing a National Gaelic Reading Strategy over the next three years, starting in 2019-20 by establishing baseline figures, drawing on the Scotinform Reading for Pleasure report commissioned in 2017 and on other research, and aiming to achieve a 5% increase in readership year on year.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Plans for Future Periods (continued)

Increasing the range of Gaelic books available to readers will go hand in hand with the Reading Strategy. The Scotinform report identified genres and formats that readers felt were lacking, such as historical fiction and audiobooks. In 2019-20, the charity will undertake a feasibility study on audiobooks to inform future commissioning priorities, and will engage with publishers to encourage the production of more titles in priority genres. The Gaelic Books Council will also seek the advice and co-operation of organisations such as the Scottish Book Trust, education authorities, libraries and community groups in developing information and outreach initiatives to make the Reading Strategy effective.

Increasing sales and widening the reach of Gaelic books nationally and internationally will continue to be a key priority for the charity, particularly in light of the disappointing sales figures for 2018-19. The Leum Dhan Leabhar initiative will help to raise awareness of new publications, drive up sales and form part of the proposed National Gaelic Reading Strategy. The charity will identify new outreach and retail sales opportunities and increase access to new Gaelic publications and to our extensive Gaelic back catalogue through the website, book blogs and review videos.

The charity will maintain existing cooperative working relationships with a wide range of local and national literary festivals and will seek to increase Gaelic content at major literary events and to embed Gaelic in the ethos of newly established festivals and writing competitions. The Donald Meek Award will continue to be the Gaelic Books Council's premiere literary event, providing an opportunity to celebrate contributions to Gaelic literature by individual writers, publishers and supporters of the language.

The demand for and success of the Gaelic Writing and Editorial Skills for the Creative Industries courses in locations across Scotland has led to the charity developing a Training for Trainers module to train new tutors and extend the pool of tutors capable of delivering the accredited course. Courses are offered at three levels – access, core and refresher – and this service represents a valuable potential income stream for the charity.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Comhairle Nan Leabhraichean for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

Trustees' responsibilities in relation to the financial statements (continued)

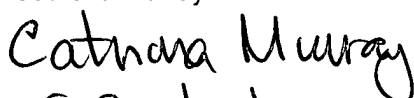
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with the Statement of Recommended Practice: applicable to charities preparing their accounts in accordance with the Financial Reporting Standard Applicable in the UK and republic of Ireland (FRS 102) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees and signed on their behalf by:

Name: Catriona Murray


Date: 25 September 2019.

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF COMHAIRLE NAN LEABHRAICHEAN FOR THE YEAR ENDED 31 MARCH 2019

I report on the accounts of the charity for the year ended 31 March 2019, which are set out on pages 18 to 29.

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) (a) to (c) 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 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 examiner's statement


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

1. which gives me reasonable cause to believe that in any material respects 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 8 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.

Wylie + Bisset 

Jenny Simpson BSc (Hons) FCA DChA

Wylie & Bisset LLP

Chartered Accountants

168 Bath Street

Glasgow

G2 4TP

Date: *7 October 2019*

COMHAIRLE NAN LEBHRAICHEAN
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2019

(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £
Income and endowments from:							
Donations and legacies	4	419,252	-	419,252	394,158	-	394,158
Charitable activities	5	71,382	-	71,382	90,761	-	90,761
Investment income	6	21	-	21	11	-	11
Total Income		490,655	-	490,655	484,930	-	484,930
Expenditure on:							
Raising funds	7	4,659	-	4,659	4,479	-	4,479
Charitable activities	9	482,063	-	482,063	495,663	-	495,663
Total Expenditure		486,722	-	486,722	500,142	-	500,142
Net income/(expenditure) for the year		3,933	-	3,933	(15,212)	-	(15,212)
Funds reconciliation							
Total funds brought forward	17	144,467	-	144,467	159,679	-	159,679
Total Funds carried forward	17	148,400	-	148,400	144,467	-	144,467

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

BALANCE SHEET AS AT 31 MARCH 2019

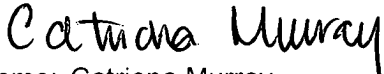
	Note	Total Funds 2019 £	Total Funds 2018 £
Fixed assets:			
Tangible assets	12	6,866	8,583
Total Fixed Assets		6,866	8,583
Current assets:			
Stock	13	20,017	19,235
Debtors	14	2,843	16,765
Cash at bank and in hand		133,559	150,006
Total Current Assets		156,419	186,006
Liabilities:			
Creditors falling due within one year	15	(14,885)	(50,122)
Net Current assets		141,534	135,884
Net assets		148,400	144,467
The funds of the charity:			
Restricted funds	17	-	-
Unrestricted funds	17	148,400	144,467
Total charity funds		148,400	144,467

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

For the year ended 31 March 2019 the company was entitled to exemption under section 477 the Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the trustees and signed on their behalf by:


Name: Catriona Murray

Date: 25 September 2019

COMPANY NO: SC166766

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 17.

(c) Income recognition

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies (continued)

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (e) below.

- Costs of raising funds comprises an allocation of staff costs;
- Expenditure on charitable activities includes expenditure on activities undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure is incurred.

(e) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time spent. The allocation of support and governance costs is analysed in note 8.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies (continued)

(f) Tangible fixed assets and depreciation

All assets costing over £500 are capitalised and valued at historical cost. Depreciation is charged as follows:

	Basis
Furniture & Fittings	20% Reducing Balance
Office Equipment	20% Reducing balance

(g) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

(h) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Pensions

The charity has pension schemes with the People's Pension Fund and Standard Life and contributions are detailed at note 10.

(l) Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

(m) Operating leases

The charity classifies the lease of property as an operating lease. The title to the property remains with the lessor.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies (continued)

(n) Taxation

The company is a charitable company within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

(o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. Legal status of the charity

The charity is a registered Scottish charity and a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

3. Related party transactions and trustees' expenses and remuneration

The previous Chair, Mr D I Brown, was entitled to an honorarium of £5,000 per annum, and in 2017-18 was paid £1,640 (see note 8). The current Chair, Catriona Murray, does not receive an honorarium and was not remunerated in her capacity as Chair in 2018-19, although she was paid a salary as Interim Director from October 2018 to January 2019.

The Chair has notified the board that she is editing a volume of poetry by Murchadh MacPhàrlain for publication by Acair Ltd, a regular recipient of the Gaelic Books Council's publication and commission grants. She had been awarded a GBC commission grant for this work prior to her appointment as Chair in September 2017.

In the prior year, 2017-18, the Gaelic Books Council issued a loan of £10,000 to the local organising committee of the Royal National Mòd in Glasgow, an organisation chaired by Mr D I Brown, who had previously been Chair of the Gaelic Books Council until September 2017. Mr Brown had resigned as Chair of the Gaelic Books Council prior to the GBC board approving the loan and therefore took no part in the approval process. This loan was repaid in 2018-19.

No other Trustees received any remuneration during the year (2018: Nil). Travel expenses of £1,159 (2018: £410) were reimbursed to 5 Trustees (2018: 1). Trustees waived travel expenses of £nil (2018:£nil).

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2018: Nil).

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

4. Income from donations and legacies

	2019	2018
	£	£
Creative Scotland	206,000	207,000
Bord Na Gaidhlig	185,400	179,000
Memberships	60	70
Donations	-	5,572
Other Grants	27,792	2,516
	<u>419,252</u>	<u>394,158</u>

5. Income from charitable activities

	2019	2018
	£	£
Sale of Books	66,110	83,867
Training	5,272	6,894
	<u>71,382</u>	<u>90,761</u>

6. Investment Income

	2019	2018
	£	£
Bank interest	21	11
	<u>21</u>	<u>11</u>

7. Expenditure on raising funds

	2019	2018
	£	£
Support costs	4,659	4,479
	<u>4,659</u>	<u>4,479</u>

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

8. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

Cost type	Total allocated £	Governance related £	Other support costs £	Basis of apportionment
Staff costs	186,377	4,659	181,718	Staff time
Premises & utilities	52,516	-	52,516	Usage
Telephone/website	3,145	-	3,145	Usage
Printing, postage & stationery	32,123	-	32,123	Usage
Miscellaneous expenses	4,916	-	4,916	Usage
Travelling expenses	7,254	-	7,254	Usage
Depreciation	1,717	-	1,717	Usage
Professional fees	7,436	-	7,436	Usage
Total	295,484	4,659	290,825	

Governance costs:

	2019 £	2018 £
Independent examiners remuneration	1,298	1,996
Chairman's allowance	-	1,640
Support costs (see above)	4,659	4,479
	5,957	8,115

Allocation of governance and other support costs:

	Support costs	Governance	Total £	2018 £
Sale of books	29,550	596	30,146	31,371
Literature & publishing	256,616	5,361	261,977	273,381
Raising funds	4,659	-	4,659	4,479
Total allocated	290,825	5,957	296,782	309,231

9. Analysis of expenditure on charitable activities

	Sale of Books £	Literature & Publishing £	2019 Total £	2018 Total £
Education projects, mentoring & awards	-	47,110	47,110	21,060
Grants & communications	-	65,620	65,620	66,355
Duais Dhomhnaill Meic	-	12,259	12,259	15,711
Translation editorial services	-	5,032	5,032	8,586
Marketing & merchandise	17,977	-	17,977	15,791
Research & digital development	-	9,600	9,600	17,049
Bad debt write off	-	807	807	20
Stock movement	31,535	-	31,535	46,339
Governance costs (note 8)	596	5,361	8,706	8,115
Support costs (note 8)	29,550	256,616	283,417	301,177
	79,658	402,405	482,063	495,663

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

10. Analysis of staff costs and remuneration of key management personnel

	2019	2018
	£	£
Salaries and wages	156,555	146,192
Social security costs	12,598	14,958
Pension costs	17,064	17,903
Total staff costs	<u>186,217</u>	<u>179,053</u>

Key Management Personnel Remuneration	<u>104,603</u>	<u>101,042</u>
---------------------------------------	----------------	----------------

No employees had employee benefits in excess of £60,000 (2018: Nil).

	2019	2018
	No.	No.
Average number of employees, based on headcount:		
Charity staff	<u>6</u>	<u>5</u>
	<u>6</u>	<u>5</u>

11. Net income/(expenditure) for the year

This is stated after charging:	2019	2018
	£	£
Depreciation	1,717	2,146
Independent Examiners' Fees	<u>1,298</u>	<u>1,996</u>

12. Tangible Fixed Assets

	Fixtures & Fittings £	Office Equipment £	Total £
Cost or valuation			
At 1 April 2018	78,409	1,686	80,095
Additions	-	-	-
Disposals	-	-	-
At 31 March 2019	<u>78,409</u>	<u>1,686</u>	<u>80,095</u>
Depreciation			
At 1 April 2018	70,774	738	71,512
Charge for the year	1,527	190	1,717
Eliminated on disposals	-	-	-
At 31 March 2019	<u>72,301</u>	<u>928</u>	<u>73,229</u>
Net Book Value			
At 31 March 2018	<u>7,635</u>	<u>948</u>	<u>8,583</u>
At 31 March 2019	<u>6,108</u>	<u>758</u>	<u>6,866</u>

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

13. Stock

	2019	2018
	£	£
Goods for sale	20,017	19,235
	<u>20,017</u>	<u>19,235</u>

14. Debtors

	2019	2018
	£	£
Trade debtors	2,147	6,441
Other debtors	696	10,324
	<u>2,843</u>	<u>16,765</u>

15. Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	1,700	11,034
Other creditors and accruals	2,928	3,096
Deferred Income (note 16)	6,013	32,110
Taxation and social security costs	4,244	3,882
	<u>14,885</u>	<u>50,122</u>

16. Deferred income

	2019	2018
	£	£
Balance as at 1 April 2018	32,110	-
Amount released to income	(32,110)	-
Deferred in the year	6,013	32,110
Balance as at 31 March 2019	<u>6,013</u>	<u>32,110</u>

Deferred income in the current year relates to a 2019/20 grant received in advance.

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

17. Analysis of charitable funds

Analysis of Fund movements 2018	Balance b/fwd £	Income £	Expenditure £	Transfers £	Fund c/fwd £
Unrestricted funds					
Fixed assets	10,729	-	(2,146)	-	8,583
Grants payable	44,317	-	(44,317)	39,898	39,898
Total designated funds	55,046	-	(46,463)	39,898	48,481
General funds	104,633	484,930	(453,679)	(39,898)	95,986
Total unrestricted funds	159,679	484,930	(500,142)	-	144,467
Total restricted funds	-	-	-	-	-
TOTAL FUNDS	159,679	484,930	(500,142)	-	144,467

Analysis of Fund movements 2019	Balance b/fwd £	Income £	Expenditure £	Transfers £	Fund c/fwd £
Unrestricted funds					
Fixed assets	8,583	-	(1,717)	-	6,866
Grants payable	39,898	-	(39,898)	44,302	44,302
Total designated funds	48,481	-	(41,615)	44,302	51,168
General funds	95,986	490,655	(445,107)	(44,302)	97,232
Total unrestricted funds	144,467	490,655	(486,722)	-	148,400
Total restricted funds	-	-	-	-	-
TOTAL FUNDS	144,467	490,655	(486,722)	-	148,400

a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

The fixed asset fund reflects funds tied up on the net book value of the fixed assets.

Grants payable represents Commission and Publications grants approved in principal but only payable on receipt of an appropriate manuscript.

18. Net assets over funds

2018	Unrestricted Funds £	Restricted Funds £	Total 2018 £
Fixed assets	8,583	-	8,583
Cash at bank and in hand	150,006	-	150,006
Stock	19,235	-	19,235
Debtors	16,765	-	16,765
Current liabilities	(50,122)	-	(50,122)
	144,467	-	144,467

COMHAIRLE NAN LEABHRAICHEAN
(A company limited by guarantee)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019

18. Net assets over funds (continued)

2019	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Fixed assets	6,866	-	6,866
Cash at bank and in hand	133,559	-	133,559
Stock	20,017	-	20,017
Debtors	2,843	-	2,843
Current liabilities	(14,885)	-	(14,885)
	<u>148,400</u>	<u>-</u>	<u>148,400</u>

19. Government Grants

The charity received the following government grants during the year:

Creative Scotland - £206,000 (2018: £207,000) was received as part of one of Creative Scotland's Regular Funded Organisations (RFO). The income is for the charity's core activities.

Bord Na Gaidhlig - the charity is one of Bord Na Gaidhlig's key delivery agents and is responsible for literature and administering third party grants. £185,400 (2018: £179,00) was received towards these costs.

Scottish Government - £25,000 (2018: £nil) was received from the Scottish Government. The income is for the charity's core activities.

20. Lease Commitments

At the balance sheet date, amounts due under operating lease commitments for equipment were as follows:

	2019 £	2018 £
Lease commitments falling due within 1 year	4,001	3,543
Lease commitments falling due in more than 1 year but less than 5 years	9,753	13,754
	<u>13,754</u>	<u>17,297</u>