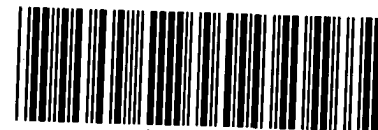


AMENDED ACCOUNTS

C. MORRISON
TREASURER



WEDNESDAY



SCT *S9GMHOFM* 28/10/2020 #95
COMPANIES HOUSE

THE DIRECTORS' ANNUAL REPORT FOR THE YEAR ENDING 31 MARCH 2018

The directors of Cove Burgh Hall present their annual report and accounts for the year ending 31 March 2018.

COMPANY AND CHARITY DETAILS:

Company (and Charity) Name: Cove Burgh Hall

Company Registration Number: SC217153

Charity Registration Number: SC031296

Registered Office Address: Cove Burgh Hall, Shore Road, Cove, Helensburgh, Argyll, G84 0LY

Principal Office and Contact: Mrs. Alison Morrison, 12 Hamlet Hill, Cove, Helensburgh, and Argyll, G84 0NB

Cove Burgh Hall was established as a company under a Memorandum of Association to promote the benefit of the Cove and Kilcreggan community by the provision of facilities for recreation or leisure time occupation for use by local organisations or individuals, with the object of improving the conditions of life of such persons.

The members of the company are established under Articles of Association that set out the rights and obligations of such members, how directors are appointed/removed and how such directors are required to manage the company. The company established "Friends" of Cove Burgh Hall as a means of encouraging more active participation in the running of the company. Any person may become a Friend on the payment of a nominal sum, and while a Friend, is deemed to be a member of the company.

Cove Burgh Hall was incorporated as a private company limited by guarantee on 22 March 2001. No share capital is authorised or issued. The original six subscribing members of the company, who were all directors, are limited in the event of a winding up of the company, to their guarantee of £1 each. This guarantee has been paid in full.

Cove Burgh Hall was registered as a charity on 22 March 2001 with the object as set out above in the Memorandum of Association.

DIRECTORS AND THEIR INTERESTS:

The directors as at 31 March 2018 are: Mr. Colin Donnelly (appointed 2/03/2017); Mr. Wells Grogan (appointed 5/10/16); Mrs. S Edwards; Ms R. Grierson; Mr. N. Isaacs; Mrs. P. Dickson; Ms. A. Morrison (Chairperson); Mr. R. Reeve; Ms. R. Wishart; and Mr. J. Webb. Mr. R. Reeve is currently a director with the Rosneath Peninsula West Community Development Trust.

No director has received any remuneration for services to the company as a director.

ACCOUNTING POLICIES:

The company complies with the provisions of the Companies Act 2006 and the requirements of the Office of the Scottish Charity Regulator (OSCR), including compliance with the Charities Accounts (Scotland) Regulations 2006 and the Charities and Trustee Investment (Scotland) Act 2005.

This report and the accounts have been delivered in accordance with the provisions applicable to small companies subject to the small companies' regime in the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

In addition, in accordance with the provisions of the Charities Accounts (Scotland) Regulations 2006, a qualified and independent auditor has examined the accounts, and that auditor's report is attached hereto.

OBJECTIVES AND ACTIVITIES:

All the activities of the company during the year were in the furtherance of the charitable objectives set out in the Memorandum of Association. In particular, activities centred on operating, maintaining and upgrading the Hall to provide a clean, warm and secure place for the local community to use. To keep the costs of hiring the Hall by the community as low as possible, and so encourage community use, the company sought sources of income, other than hire income, through such activities as fundraising.

Cove Burgh Hall, Shore Road, Cove, G84 0LY

www.coveburghhall.org.uk

Company Limited by Guarantee registered in Scotland: SC217153. Charity registered in Scotland:
SC031296



REVIEW OF THE YEAR TO 31 MARCH 2018

Income:

Income for the year was £54683. It includes a grant of for the Book Festival. Income shows an increase of 2%. Grant receipts are slightly up on previous year. The company only made two successful grant applications to Creative Scotland (£2714) towards supporting the Book Festival, and to the Touring Network (£500) to support a performance. The decrease of 6% in Hall lets for the year was the result of fewer private lets, Craigrownie Church reverted to own premises, and no polling station activity. Regular user group activity continues to make a sound contribution. Fundraising is an important source of funds, and contributes to the company's mission in adding value to the social fabric of the community through provision of high quality productions in music, drama and concert. Although fund raising through Live@CBH shows an increase of 16% the profit margin is much reduced standing £3532 in comparison to £6036 in the previous year. This is due to a combination of factors including: rise in performance fees; fewer Live@CBH events; other local groups staging 'competing' events; increase in associated costs, such as, requirement of a Public Entertainment Licence. The company continues to explore means to supplement fundraising income, for example, sponsorship of the Book Festival and the Real Ale Festival. Friends and Gift Aid combined account for 13% of total income. It rose slightly year on year, largely as the result of more Friends taking up the option to become Gold Friends. Gold Friends are Friends who, for an additional charge, enjoy the benefits of free entry to Live @ CBH events. Many, however, simply consider the additional charge as a donation to the Hall and do not fully exercise the right to such free entry. Friends overall remain a major resource to the company, not just in income terms, but, as members of the company, they play a key role in the success of the Hall as volunteers, promoters and potential directors.

Expenditure:

Expenditure for the year, at £45707 was 23% up on the previous year. The majority of that increase appears under Maintenance, and is due to: incurring professional fees relating to renovation and conservation of the building's façade and external balcony (£4659); woodworm treatment and roof repairs (£1379); fire risk assessment compliance (£504); and upgrading crockery and cutlery (£1636). Exemption for Water charges was again secured for the year. The rise in Heating Oil is due to litre price increases over the year.

Balance Sheet:

Net current assets as at 31 March 2018 stood at £50685. This is represented entirely by the cumulative profit and loss account. Profit for the year, at £8976 is down £7317 on the previous year due to a combination of reduction in profit margin from Live@CBH, professional fees associated with the façade project, reduction in Hall Lets, and increase in cost of heating oil. Thus, while the company has no significant debts and continues to trade profitably it is increasingly challenged by rising overhead costs, and major maintenance expenditures e.g. estimated total cost of façade project £163000, with phase 1 £92000.

Cove Burgh Hall, Shore Road, Cove, G84 0LY

www.coveburghhall.org.uk

Company Limited by Guarantee registered in Scotland: SC217153. Charity registered in Scotland:
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LOOKING FORWARD:

While the company continues to trade profitably there are increasing challenges to its financial sustainability including: costs of staging events; increase costs incurred in complying to legislation; resourcing essential repair and conservation work relative to the façade, balcony and internally. Thus, while stated reserves present a buoyant impression, in the coming year a significant proportion will be deployed to contribute to restoring the façade. This example, illustrates the continuing challenge that dominates the company in maintaining and modernising a 125 year old building as a safe and warm village hall, with facilities relevant to the requirements of the community – now and into the future. Included is the need to find ways of funding required expenditures, and capital improvements, that do not adversely impact on the community's ability to continue to use the Hall. Furthermore, maintaining a cadre of active volunteers, who are crucial to ensuring success and vibrancy, is essential.

Signed:

A. Morrison
On behalf of the Board

Cove Burgh Hall, Shore Road, Cove, G84 0LY

www.coveburghhall.org.uk

**Company Limited by Guarantee registered in Scotland: SC217153. Charity registered in Scotland:
SC031296**



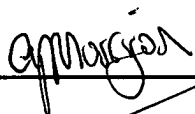
COVE BURGH HALL

INCOME/EXPENDITURE ACCOUNT FOR 12 MONTHS ENDING 31 MARCH 2018

	<u>2017/18</u>	<u>2016/17</u>	
<u>INCOME:</u>			
Hall Lets	13199	14087	
Fundraising Events (Live@CBH)	27512	23705	Note 1
Donations	2718	3344	Note 2
Friends	5880	5736	
Gift Aid (HMRC)	1430	1253	
Grants	3214	2550	
Sea Change Festival	608	2700	
Bank Interest	122	127	
<u>TOTAL</u>	<u>54683</u>	<u>53502</u>	
<u>EXPENDITURE:</u>			
Maintenance	10302	7512	
Cleaning	5863	6532	
Electricity	1230	1416	
Heating Oil	2597	2032	
Water (Exemption)	0	0	
Insurance	1066	1061	
Administration	639	987	
Fundraising Events (Live@CBH)	23980	17669	Note 1
Others	30	0	
Major Projects	0	0	
<u>TOTAL</u>	<u>45707</u>	<u>37209</u>	
<u>SURPLUS FOR YEAR:</u>	<u>8976</u>	<u>16293</u>	
<u>CUMULATIVE SURPLUS B/F:</u>	<u>42209</u>	<u>25916</u>	
<u>CUMULATIVE SURPLUS C/F:</u>	<u>51185</u>	<u>42209</u>	

Alison Morrison: Director

Signed by the chair on behalf of the board:





BALANCE SHEET AS AT 31 MARCH 2018

CURRENT ASSETS:

	<u>2017/18</u>	<u>2016/17</u>
Trade Debtors	3569	3544
Cash in hand	180	180
Cash at bank	48888	39392
	<u>52637</u>	<u>43116</u>
Current Liabilities - accruals	1952	907

NET CURRENT ASSETS:

	<u>50685</u>	<u>42209</u>
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REPRESENTED BY:

Profit & Loss Account

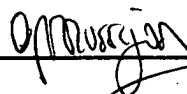
	<u>50685</u>	<u>42209</u>
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"For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime"

Alison Morrison: Director

Signed by the chair on behalf of the board:



Notes to the accounts for the year ending 31 March 2018

2017/18 **2016/17**

Note 1:

Fundraising:	Income	27512	23705
	Expenditure	23980	17669
		<u>3532</u>	<u>6036</u>

Note 2:

Scottish Dance	200	0
Individuals	50	180
Post Office	43	0
Ale Festival sponsors	800	1200
Book Festival Sponsors	1625	1300
Local Giving	0	664
	<u>2718</u>	<u>3344</u>

**INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF
COVE BURGH HALL SCOTTISH CHARITY NO. SC031296**

I submit my report on the attached accounts of Cove Burgh hall for the year ended 31 March 2018.

Respective responsibilities of the Directors and the Examiner

The directors of Cove Burgh Hall 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 Directors 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 the 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 Cove Burgh Hall 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 directors concerning 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 respect of the requirements:

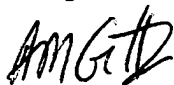
To keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and

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.

Andrew Gill
Fellow of the Association of Chartered Certified accountants
Aidengrove House, Argyll Road, Kilcreggan, G84 0JU, Argyll and Bute



14 July 2018