### THE K.O.S.B. ASSOCIATION FUNDS

### **DIRECTORS' AND TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31ST DECEMBER 2005

### **GREAVES WEST AND AYRE**

CHARTERED ACCOUNTANTS AND REGISTERED AUDITORS

**BERWICK UPON TWEED** 



19/09/2026 SHOW ESTIMATES

### THE K.O.S.B. ASSOCIATION FUNDS

### **COMPANY INFORMATION**

Directors and Trustees Major General J. Cooper D.S.O., M.B.E.

Brigadier F.A.L. Alstead C.B.E., D.L., M.Phil

The Earl of Dalkeith K.B.E., D.L.

The Rt. Hon. Lord Sanderson of Bowden D.L.

Sir William Purves C.B.E., D.S.O. Colonel C.B. Fairweather C.B.E. Lieutenant Colonel R. Jeffries

The Rt. Hon. Lord Steel of Aikwood K.T., K.B.E., P.C., D.L.

Brigadier A.C. Jackson

Secretary Major D.P. Sturrock T.D., W.S.

Company Number SC 241125

Charity Number SC 033882

Registered Office 26 High Street

Jedburgh TD8 6AE

Auditors Greaves West and Ayre

**Chartered Accountants & Registered Auditors** 

1/3 Sandgate

Berwick upon Tweed

**TD15 1EW** 

Bankers Barclays Bank plc

Hide Hill

Berwick upon Tweed

Solicitors Turnbull, Simson and Sturrock W.S.

26 High Street Jedburgh TD8 6AE

Investment Advisors Bell, Lawrie White

7 Drumsheugh Gardens

Edinburgh

### THE K.O.S.B. ASSOCIATION FUNDS

### **CONTENTS**

	<u>Page</u>
Directors' and Trustees' Report	1 - 4
Accountant's Report	5
Balance Sheet	6 - 7
Statement of Financial Activities	8 - 9
Notes to the Financial Statements	10 - 15

The directors and trustees present their report and the financial statements for the year ended 31st December 2005, which comply with current statutory requirements, with the charitable company's governing documents and with the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities 2000.

### **Directors' and Trustees' Responsibilities**

Company law requires the directors and trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the surplus or deficit of the charitable company for that year. In preparing these the directors and trustees are required to:

- select suitable accounting policies and apply them consistently;
- 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 company will continue in business.

The directors and trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Constitution and Governing Body**

The K.O.S.B. Association Funds were incorporated on 13th December 2002, as a charitable company limited by guarantee. It is governed by its Memorandum and Articles of Association.

The members of the company are the current directors. Every member has one vote, at general meetings of the company which may be given either personally or by proxy.

The business of the company is managed by the directors, who may exercise all the powers of the company.

The directors were appointed after incorporation, being the previous Regimental Trustees. The maximum number of directors is fifteen, and the minimum number is four. The directors may appoint at any time a director to fill a vacancy or as an additional director. One third of directors are due to retire from office at the annual general meeting, but are eligible for re-election.

At the AGM Sir William Purves C.B.E, D.S.O, Lieutenant Colonel R.Jeffries and Colonel C.B Fairweather C.B.E are due to retire by rotation, but are eligible for re-election.

### Aims and Objects

The company's objects are :-

- to relieve suffering, hardship and distress and promote the relief of need among men or women who have at any time served with the King's Own Scottish Borderers, and their families and dependants, by making grants of money, loans or guarantees.
- to act as administrators of the "King's Own Scottish Borderers War Memorial and War Relief Funds".
- to make contributions to or otherwise support charitable or benevolent bodies and to make donations for any public purpose connected with the activities of the charitable company or with the furtherance of its objects.

### Directors and Trustees and their Interests

The directors and trustees who served during the year and their interests in the company are as stated below:

Major General J. Cooper D.S.O., M.B.E.
Brigadier F.A.L. Alstead C.B.E., D.L., M.Phil
The Earl of Dalkeith K.B.E., D.L.
The Rt. Hon. Lord Sanderson of Bowden D.L.
Sir William Purves C.B.E., D.S.O.
Colonel C.B. Fairweather C.B.E.

Lieutenant Colonel R. Jeffries

The Rt. Hon. Lord Steel of Aikwood K.T., K.B.E., P.C., D.L.

Brigadier A.C. Jackson

As a company limited by guarantee, the company does not have a share capital. The liability of each member is limited to £1

### **Review of Activities**

The performance of the investments of the company has been satisfactory and there is a healthy position in the General Fund, which allows the Company to continue to meet the present and future calls on the funds. An important source of funds for the year under review was the contributions from the one day pay scheme.

#### **Review of Activities Continued**

The balance of donations comprises several smaller donations, each gratefully acknowledged, and income tax reclaimed wherever possible on donations under the Gift Aid Scheme.

I would like to express my gratitude to my fellow directors, the Regimental Secretary and his staff at R.H.Q., the Branch and Re-union Secretaries and the many others who help with the work of the Association. I am conscious of the work carried out by all of them to ensure the smooth running of the Association.

#### **Financial Position**

The accounts from page 6 onwards set out the full financial position for the year ended 31st December 2005.

#### Income

Total income for the year was £91,369 (2004 £77,995) an increase of £13,374.

### Expenditure

Total expenditure for the year was £72,755 (2004 £85,767) a decrease of £13,012.

The total net cost of benevolence was £24,305 (2004 £19,577) an increase of £4,728.

Financial assistance was given in cases of hardship in addition to assisting in a number of cases where no financial assistance was required. In some cases outside financial assistance was obtained from sources such as The Army Benevolent Fund.

Donations to other organisations and charities amounted to £9,945 (2004 £10,340).

The cost of publishing and distributing the Borderers' Chronicle, £7,758 (2004 £7,583) was covered by income received.

The revenue surplus for the year was £18,614 (2004 Deficit £7,772).

#### **Balance Sheet**

The net assets of the Association General Funds at 31st December 2005 were £508,164 (2004 £427,949). The increase is attributable to the increase in the market value of quoted investments and the surplus in the year.

The market value of the investments at 31st December 2005 was £457,550 (2004 £392,809).

### **Grant Making Policy**

Grants are made in accordance with the company's objects, as set out on page 2, to relieve suffering, hardship and distress among men or women who have served at any time with the Regiment of The King's Own Scottish Borderers and their families and dependants. Each application is considered on its merits.

### Reserves and Investment Policy

The directors have reviewed the reserves of the charitable company in relation to current and future requirements, and are mindful that those who are contributing under the "one day pay" scheme do so on the basis that they may need to rely on the fund at some future time in their life. However the directors are also mindful that any income from this scheme is re-directed to the Royal Regiment of Scotland with effect from 28th March 2006.

They consider that the reserves are adequate to allow the company to continue to carry out its objects, and to meet its long term commitments.

The governing documents allow the directors to invest funds in any investment they think fit, at their absolute discretion.

Investments are professionally managed by Bell Lawrie White, who provide advice to and act on the instructions of the company directors. The investment objectives are to achieve a balance of income and capital growth with an emphasis on income, assuming a medium risk profile.

#### Risk Review

The directors have conducted a review of the major risks to which the charitable company is exposed including the government proposals to amalgamate the Scottish regiments to form five battalions and to merge the K.O.S.B. with the Royal Scots, and have established systems to mitigate the risks identified by putting the funds into their present corporate structure. The position in relation to administration will need to be kept under review.

### Exemptions

This report is prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the Board on 12th April 2006

And signed on its behalf by

The Rt. Hon, Lord Sanderson of Bowden D.L.

Director

## ACCOUNTANTS' REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF THE K.O.S.B. ASSOCIATION FUNDS

We report on the financial statements for the year ended 31st December 2005 set out on pages 6 - 7 to 15.

### Respective responsibilities of directors and trustees and reporting accountants

As described on page 1 the company's directors and trustees are responsible for the preparation of financial statements, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

### Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

### Opinion

In our opinion:

- (a) the financial statements are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
- (i) the financial statements have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act; and
- (ii) the company satisfied the conditions for exemption from an audit of the financial statements for the year specified in Section 249A(5) of the Act and did not, at any time within that , fall within any of the categories of companies not entitled to the exemption specified in Section 249B(1)

Greaves West and Ayre Chartered Accountants and

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**Reporting Accountants** 

1/3 Sandgate

Berwick upon Tweed

**12TH APRIL 2006** 

### THE K.O.S.B. ASSOCIATION FUNDS BALANCE SHEET AS AT 31ST DECEMBER 2005

<u>2004</u>		<u>Notes</u>	<u>200</u>	<u>)5</u>
£			£	£
	Fixed Assets			
392,809	Investments	2		457,550
	Current Assets			
3,421	Stocks		6,280	
4,083	Debtors	3	6,892	
29,757	Cash at bank and in hand		40,346	
37,261			53,518	
	Creditors : Amounts falling			
(2,121)	due within one year	4	(2,904)	
35,140	Net Current Assets			50,614
427,949	Total Assets Less Current Li	abilities		508,164

### THE K.O.S.B. ASSOCIATION FUNDS BALANCE SHEET AS AT 31ST DECEMBER 2005

<u>2004</u>		<u>Notes</u>	<u>2005</u>	
£			£	£
	Funds			
427,949	<b>Unrestricted General Fund</b>	5		508,164
427,949	Total Funds			508,164

In the directors opinion the company was entitled under section 249A(2) of the Companies Act 1985 to exemption from the audit of its accounts for the year ended 31st December 2005. No member of the company has deposited a notice under section 249B(2) requiring an audit of these accounts.

The directors are responsible for ensuring the company keeps accounting records which comply with section 221 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of each financial year and its profit or loss for each year in accordance with the requirements of section 226 of the Act and which otherwise comply with its requirements, so far as applicable to the company.

The financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

The financial statements were approved by the Board on 12th April 2006

And signed on its behalf by

The Rt. Hon. Lord Sanderson of Bowden D.L., Director

# THE K.O.S.B. ASSOCIATION FUNDS STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST DECEMBER 2005

			<u>Unrestricted</u>	Restricted	
			<u>General</u>	Benevolence	Total
2004 £		<u>Notes</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
2	Incoming Decourses			£	£
( 027	Incoming Resources  Donations and legacies		16.000		16.000
6,927	•		16,800	-	16,800
11.410	Activities in futherance of the c A.B.F. benevolence grants	narity s	onlects	12.262	12.262
11,410	_		•	12,362	12,362
1,978	Other benevolence grants		-	1,261	1,261
30,278	Subscriptions and Chronicle		30,906	-	30,906
20	Sundry direct income		-	-	-
	Activities for generating funds				
1,437	Sale of cards etc.		2,209	-	2,209
16,987	Income from investments	7	18,512	-	18,512
	Other incoming resources				
8,958	Income tax repayments		9,319	•	9,319
77,995	Total Incoming Resources		77,746	13,623	91,369
	Resources Expended				
	Cost of generating funds				
1,390	Items for resale		2,011	-	2,011
	Charitable Expenditure				
32,965	Benevolence grants paid	9	26,794	11,134	37,928
10,340	Charitable donations	10	9,945	•	9,945
	Costs of activities in futherance		,		·
35,662	of the charity's objectives	11	17,581	-	17,581
1,362	Overhead expenses	12	1,311	-	1,311
4,051	Management and administration	13	3,979		3,979
85,770	Total Resources Expended		61,621	11,134	72,755

The notes on pages 10 to 15 form an integral part of these financial statements.

# THE K.O.S.B. ASSOCIATION FUNDS STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST DECEMBER 2005

2004 £	<u>Notes</u>	Unrestricted General Funds	Restricted Benevolence Funds £	Total Funds £
(7,775)	Net Income (Deficit)/Surplus for the Yea	r 16,125	2,489	18,614
9,640 20,489	Realised gain/(loss) on sale of investments Unrealised gain on investment revaluation	9,953 51,648	-	9,953 51,648
22,354	Net Movement in Funds for the Year	77,726	2,489	80,215
405,595	Total Funds at 1st January 2005	427,949	-	427,949
427,949	Total Funds at 31st December 2005	505,675	2,489	508,164

All of the above results are derived from continuing activities.

All gains and losses recognised in the year are included above. The surplus for the year for Companies Act purposes comprises the net incoming resources for the year plus realised profits on investments and was £28,567. (2004: 1,865)

### 1. Accounting Policies

### 1.1. Accounting convention

The financial statements are prepared under the historical cost convention modified to include the revaluation of fixed asset investments to market value, and in accordance with the Companies Act 1985, the Financial Reporting Standard for Smaller Entities (effective January 2005) and the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities issued October 2000.

### 1.2. Turnover

Turnover represents the total value of all income receivable in the year, inclusive of value added tax.

### 1.3. Fund accounting

The general fund is an unrestricted fund, which is available for use at the discretion of the directors in furtherance of the objectives of the company.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors.

#### 1.4. Investments

Fixed asset investments are stated at market value at the balance sheet date. Changes in market value are recognised in the Statement of Financial Activities, and are taken to the Revaluation Reserve.

### 1.5. Stock

Stock is valued at the lower of cost and net realisable value.

### 1.6. Incoming resources

All incoming resources are included at the point when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Grants and donations, including those received from other organisations to be paid over to beneficiaries, are recognised in full when received. Where they have been received for specified purposes or beneficiaries, these grants and donations are shown as restricted funds.

Membership subscriptions are recognised in the year in which they are received.

### 1.7. Resources expended

All expenditure is accounted for on an accruals basis. Costs are allocated to appropriate headings, based on the activities to which they are attributable.

Costs of generating funds are the costs of Christmas cards and regimental items sold in the year.

Management and administration costs are those incurred in connection with the administration of the charitable company and compliance with constitutional and statutory requirements.

### 2. Fixed asset investments

	<u>UK Listed</u> <u>Investments</u>
	£
Market value	
At 1st January 2005	392,809
Additions	94,900
Disposals	(91,760)
Revaluations	61,601
At 31st December 2005	457,550
Cost	===
	252144
At 31st December 2005	353,164
At 31st December 2004	340,071
	=====

The cost value of investments represents the market value of the investments on the date that the investments were transferred to the charitable company from the original trust, adjusted for any additions or disposals during the subsequent period.

Investments are professionally managed and valued by Bell Lawrie White. The investment objectives are to achieve a balance of income and capital growth with an emphasis on income, assuming a medium risk profile.

The unrealised gain on revaluation is taken to the revaluation reserve.

Holdings over 5% of the portfolio at market value comprise : -

	%	£
M & G Securities Limited Charifund	13.33	60,970
Treasury Stock 2008/12	5.31	24,291
Persimmon plc	5.93	27,109
British American Tobacco plc	8.50	38,870
Kelda Group plc	6.34	29,025

### 3. Debtors

J.	Debtors	<u>2005</u> £	2004 £
	Trade debtors	6,892	3,874
	Other debtors	-	209
		6,892	4,083
4.	Creditors : Amounts falling due	<u>2005</u>	2004
	within one year	£	£
	Other creditors	904	121
	Accruals and deferred income	2,000	2,000
		2,904	2,121
		<del></del>	

### 5. Funds

	Income and Expenditure	Revaluation Reserve	General Fund Total
	*	£	£
At 1st January 2005	376,103	51,846	427,949
Operating surplus for the year	18,614	_	18,614
Gain on disposal of investments	9,953	-	9,953
Revaluation of investments	-	51,648	51,648
At 31st December 2005	404,670	103,494	508,164

### 6. Company limited by guarantee

Every ordinary member of the company undertakes to contribute to the assets of the company in the event of it being wound up while he is a member or within one year after he ceases to be a member, for such an amount as may be required not exceeding £1.

7.	Income from investments	<u>2005</u>	<u>2004</u>
		£	£
	Income from investments	17,967	15,834
	Deposit account interest	441	1,032
	Other interest	104	121
		18,512	16,987
8.	Operating surplus		
		<u>2005</u> £	2004 £
	Operating surplus is stated after :		
	Reporting examiners fees	570	570
	Accountancy	1,369	2,160
		1,939	2,730

### 9. Benevolence grants

Grants are made in accordance with the company's objects, as set out on page 2, to relieve suffering, hardship and distress among men or women who have served at any time with the King's Own Scottish Borderers and their families and dependants. Each application is considered on its merits.

During the year 90 grants totalling £37,928 were made to individuals (2004 : 88 grants totalling £33,390).

### 10. Charitable donations

This includes a donation of £4,500 to the Army Benevolent Fund.

### 11. Direct charitable expenditure

	2005 £	2004 £
Borderers Chronicle	7,758	7,583
Remembrance wreaths and flow	ers 539	811
Advertising and promotions	8,550	25,959
Minden Day roses and buffet	651	229
Other direct expenses	83	80
Contribution to infantry NCO state	ue -	1,000
	17,581	35,662
12. Overhead expenses		
	2005 £	2004 £
Insurances	533	488
Repairs and maintenance	-	20
Travel expenses and entertaining	g 778	854
	1,311	1,362
13. Management and administra	ation	
	<u>2005</u>	2004
	£	£
Printing, stationery and office exp	penses 1,181	589
Investment management fees	98	98
Accountancy	1,939	2,730
A.G.M. expenses and lunches	206	316
General administration	555	318
	3,979	4,051

### 14. Trustees/directors remuneration

No remuneration was paid or payable in the year to any director or to any person connected with them.

No expenses were reimbursed to any directors in the year.