Company Registration No. SC509904 (Scotland) Charity Registration No. SC001142 (Scotland)

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE)

FINANCIAL STATEMENTS

FOR THE YEAR TO

31 DECEMBER 2018





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MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) COMPANY INFORMATION

Company number

SC509904

Charity number

SC001142

Registered office

58 East Forth Street Cellardyke Anstruther Fife KY10 3AR

Independent Examiner

Mark J Robertson BA CA Henderson Black & Co Chartered Accountants 26 Rodger Street Anstruther Fife

KY103DU

Bankers

Clydesdale Bank plc 76 South Street St Andrews Fife KY16 9JZ

Solicitors

Thorntons Solicitors
1 St Andrews Road

Anstruther Fife KY10 3HA

Henderson Black & Co

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MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) REPORT OF THE TRUSTEES

The trustees present their report and financial statements of the charity for the period ended 31 December 2018. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with 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 (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

OBJECTIVES AND ACTIVITIES

The Murray Library Hostel was originally set up to provide library and reading rooms with educational and recreational facilities for the local community. The building has been completely refurbished with the front part, known as the Murray Library, becoming a backpackers hostel and the former snooker room at the rear becoming creative industry units, known as the Murray Studios.

The trustees aim to generate surplus funds from the above two ventures, which can be used to support educational and recreational projects in the local community.

ACHIEVEMENTS AND PERFORMANCE

The seven creative industry units in the Murray Studios have continued to be a very popular and valuable asset to the local community. This year the units have had 100% occupancy. Two units had a change in occupancy but the new tenants moved in the next day after the previous tenants vacated the studios. The meeting room within the Murray Studios has also been used by community groups.

The Trustees appointed an operator for the hostel at the beginning of 2016. Yann Sypniewski came to the hostel with a wealth of experience from working in many hostels both in the UK and abroad. With the help of Yann the trustees have continued to look after the building carrying out health and safety checks and keeping all the equipment and fittings fully serviced.

The trustees have continued to advertise that grants are available for the purpose of advancing recreation and education due to income generated from the hostel and Murray Studios. Organisations or individuals in the area of the Kilrenny, Anstruther and Cellardyke Community Council can apply using the available application form. The grants this year were awarded to Anstruther Primary School, Anstruther Cycle Group, East Neuk Lighthouse, Waid Academy Art and Drama departments and Waid Academy Duke of Edinburgh group.

The trustees feel that 2018 has been another successful year with the hostel now established and the studios occupied for 100% of the year. The two building rentals have enabled the trustees to continue fulfilling their new trust deed by awarding grants to the local community while bearing in mind the need to keep sufficient funds to ensure the buildings are maintained to their current high standard.

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) REPORT OF THE TRUSTEES

FINANCIAL REVIEW

The Murray Studios generated rentals of £13,146 (2017 £13,962) with an additional £12,000 (2017 £12,000) from the hostel in the main building and a further £105 (2017 £265) from Community use of the facilities. A further £93 (2017 £114) of interest was earned, there were no grants received this year (2017 £150 from Fife Council towards floral hanging baskets).

General Fund revenue expenditure included heating and telephone costs totalling £4,111 (2017 £3,638) reflecting the building now being operational. There was no capital expenditure during the year. The net expenditure before transfers on the General Fund was £8,363 (2017 £5,400) while there was a transfer from the restricted fund of £10,032 (2017 £8,008).

Investment Policy

The investment policy of the trustees is to minimise exposure to volatility of markets while generating income towards the charity's running costs and capital growth. The trustees hold £30,000 in a deposit account with Scottish Widows.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, in particular those relating to the operations and finances of the charity, and are satisfied that systems are in place to mitigate the charity's exposure to the major risks. Risk assessments address all key areas of the charity's activities.

Reserves Policy

It is the trustees' policy to maintain the level of reserves to provide a level of investment income to support the work of the charity and to fund any expenditure which may be required. At the year end unrestricted funds amounted to £363,785 of which £77,140 is freely available, the balance being invested in fixed assets.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The original Murray Library was established in 1908 by Trust Deed. It was a recognised charity under reference SC001142 and recognised by HM Revenue & Customs under reference CR30022.

The organisation has undergone a Charity Reorganisation Scheme, with a new Charitable Company Limited by Guarantee being established on 2 July 2015. In May 2015 OSCR gave consent for the trustees to wind up the original trust on the condition that all assets, liabilities and staff undertakings would be transferred to the new company which would retain the same charity number and name as the original trust. Murray Library was incorporated as a Scottish Guarantee Company under Company Number SC509904 on 2 July 2015. The company was dormant for the period to 31 December 2015 with the transfer of the assets, liabilities and operations taking place on 1 January 2016.

The trustees direct and control the activities of the charity and are responsible for monitoring the financial position of the organisation.

Recruitment and Appointment of Trustees

The composition of the trustees is as follows:

- 3 individuals of the Fife Council (representing Wards relative to Kilrenny and Anstruther);
- 1 individual appointed by Anstruther Primary School;
- 1 individual appointed by Waid Academy;
- 1 individual appointed by the Community Council (or its successors);
- Up to 3 individuals from and resident in the community recruited through advertisement;
- Up to 3 individuals co-opted by the existing trustees

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) REPORT OF THE TRUSTEES

REFERENCE AND ADMINISTRATIVE INFORMATION

Committee of Trustees

The Members of the Committee of Trustees during the year under review were:

Janet Elizabeth Riches

John Docherty Gerald Cooper Lorna Jones Carl Van Der Lee Linda Holt William Porteous

Craig Peddie

appointed 11/01/2019

Office bearer

Treasurer

Lorna Jones

Charity name

Murray Library

Charity number

SC001142

Contact address

58 East Forth Street, Cellardyke, Anstruther, Fife, KY10 3AR

Independent Examiner Mark J Robertson BA CA, Henderson Black & Co, 26 Rodger Street, Anstruther, Fife, KY10 3DU

Clydesdale Bank, 76 South Street, St Andrews, Fife, KY16 9JZ

STATEMENT OF TRUSTEES RESPONSIBILITIES

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Approved by the Trustees and signed on their behalf,

Date

15 March 2019

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MURRAY LIBRARY

I report on the Financial Statements of the Trust for the period ended 31 December 2018, which are set out on pages 5 to 11.

Respective responsibilities of the trustees and examiner

The charity's trustees (who are also the directors of the company for the purpose of company law) 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 (as amended). The charity's 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.

This report is made to the trustees in accordance with the terms of my engagement. My work has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the trustees of the Murray Library.

Basis of independent examiner's report

My examination was carried out in accordance with the Regulation 11 of the Charities Accounts (Scotland) Regulation 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently 1 do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1/ Which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with Section 44(1)a of the 2005 Act and Regulation 4
 of the 2006 Accounts Regulations; and
- (b) to prepare accounts which accord with the accounting records and to 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.

Mr Mark J Robertson, BA, CA

Henderson Black & Co.

Chartered Accountants

26 Rodger Street

Anstruther

Fife

KY10 3DU

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR TO 31 DECEMBER 2018

		Unrestricted			
	Note	General Fund £	Restricted Funds £	Tot 2018 £	2017 £
Income and endowments:					
Donations and legacies	2	-	-	-	150
Charitable activities	2	105	-	105	265
Investment income	2	27,117	-	27,117	27,131
Total Income		27,222		27,222	27,546
Expenditure on: Charitable activities	3	35,585	-	35,585	32,946
Total Expenditure		35,585		35,585	32,946
Net income/(expenditure)		(8,363)	-	(8,363)	(5,400)
Transfer between funds		10,032	(10,032)	-	
Net movement in funds		1,669	(10,032)	(8,363)	(5,400)
Reconciliation of funds:					
Total funds brought forward	13	362,116	683,679	1,045,795	1,051,195
Total funds carried forward	10	363,785	673,647	1,037,432	1,045,795
Represented by: Fixed Assets		286,645	873,647	1,160,292	1,173,500
Current Assets		88,941	-	88,941	82,575
Current Liabilities		(11,801)	(424)	(12,225)	(10,704)
Long term Liabilities		-	(199,576)	(199,576)	(199,576)
		363,785	673,647	1,037,432	1,045,795

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) BALANCE SHEET AS AT 31 DECEMBER 2018

·		201	2018		17
		£	£	£	£
Fixed assets:					
Tangible fixed assets	6		1,160,292		1,173,500
Current assets:					
Debtors	7	367		973	
Bank and cash		88,574 88,941		81,602 82,575	
Liabilities:					
Creditors falling due within one year	8	12,225		10,704	
Net current assets			76,716		71,871
Creditors: amounts falling due after					
more than one year	9		(199,576)		(199,576)
Net assets		=	1,037,432	=	1,045,795
Represented by:					
Unrestricted funds	10		262 205		262.116
General funds	10		363,785	•	362,116
Restricted funds					
Grants Fund	10		673,647		683,679
Total funds		=	1,037,432	_ =	1,045,795

For the financial year ended 31 December 2018 the company was entitled to exemption from audit under section 477 Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the period in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved on behalf of the Trustees on 15 March 2019:

Loma Jones - Trustee

Elizabeth Riches - Trustee

Conpany Registration No. SC509904

MURRAY LIBRARY (COMPANY LIMITED BY GUARANTEE) CASH FLOW STATEMENT FOR THE YEAR TO 31 DECEMBER 2018

	£	2018 £	£	2017 £
Net cash provided by/(used in) operating activities		(20,145)		(14,396)
Cash flows from investing activities				•
Interest received	93		114	
Rental income	25,146		25,697	
Hostel expenses recovered	1,878		1,320	
Purchase of fixed assets				
Net cash generated in investing activities		27,117		27,131
Change in cash and cash equivalents in the period	•	6,972	-	12,735
Cash and cash equivalents b/f		81,602		68,867
Cash and cash equivalents c/f		88,574	=	81,602
Analysis of Cash and cash equivalents				
Cash at bank and in hand		88,574		81,602
	:	88,574	=	81,602
Reconciliation of net income to net cash flow from operating ac	tivities	2018		2017
. ,		£		£
Operating (loss)/profit		(8,363)		(5,400)
Depreciation of tangible assets		13,208		13,208
Interest received.		(93)		(114)
Rental income		(25,146)		(25,697)
Hostel expenses recovered	,	(1,878)		(1,320)
Decrease/(increase) in debtors		606		(628)
Increase/(decrease) in creditors within one year		1,521		5,555
Net cash provided by/(used in) operating activities		(20,145)	-	(14,396)

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes 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), the Charities and Trustee Investment Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

The Murray Library meets the definition of a public benefit entity under FRS 102.

1.2 Charity reconstruction and merger accounting

The company was incorporated on 2 July 2015 and was dormant until 31 December 2015. On 1 January 2016 the former unincorporated charity known as the Murray Library transferred all assets, liabilities and activities to the company. The 2016 accounts were prepared in accordance with the principles of merger accounting since the charity continues to operate in the same manner as before, with the same charity number, for the same purpose and with the same trustees.

1.3 Compliance with accounting standards and going concern

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

As the charity exists to give grants from known investment income and it does not commit itself to obligations that it cannot meet, the Trustees consider that there are no material uncertainties over the ability to continue as a going concern. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.4 Income and expenditure

Income is recognised when the charity has the entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and the amount can be measured reliably. All donations and gifts are included within incoming resources under either unrestricted or restricted funds according to the terms under which the donation is made when the amount can be quantified with reasonable certainty. Interest and rental income are included when receivable by the charity.

Expenditure is recognised on an accruals basis as the liability is incurred.

1.5 Tangible fixed assets and depreciation

All tangible fixed assets having a value to the charity of greater than one year are capitalised. The original cost of the property asset is unknown and has been included at a valuation provided by the trustees in 2008. Depreciation is provided at the following annual rates in order to write off the costs, less residual value, of each asset over its estimated useful life as follows:

Heritable Property Property Improvements Fixtures & Equipment 1% on cost

1% on cost

- 15% on cost

1.6 Government grants

Capital grants on capital expenditure are allocated to the Grants Fund on receipt, a transfer is made from the grants fund to the general fund equivalent to the depreciation charge of the assets concerned. Grants of a revenue nature are credited to income in the period in which they are receivable. Where revenue grants are related to performance, income is accounted for as the charity earns the right to consideration by its performance.

1.7 Taxation

The original Murray Library was recognised as a charity for the purposes of applicable taxation legislation and was not subject to taxation on its charitable activities. Following the change in legal status the charitable company applied to HMRC for this charitable status to continue. The charity is registered for Value Added Tax from 1 April 2012 and resources expended therefore exclude input VAT from that date.

1.8 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method. The charity had no such loans during the year.

1 Accounting policies (continued)

1.9 Funds

Funds are classified as either restricted or unrestricted funds, defined as follows;

Restricted funds are funds received for the objects of the charity and specified for a restricted purpose within these objects by

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity. If parts of the unrestricted funds are earmarked at the discretion of the trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the trustees' discretion to apply the fund.

2	Income	Unrestricted <u>General Fund</u> £	Restricted Funds £	Total <u>2018</u> £	Total <u>2017</u> £
	Donations and legacies				
	Other grants received	-	-		150
	Charitable activities				
	Community room hire	105	-	105	265
	Sale of assets	105		105	265
				105	
	Investment income				
	Bank interest	93	-	93	114
	Rental income	25,146	•	25,146	25,697
	Hostel expenses recovered	1,878 27,117		1,878 27,117	<u>1,320</u> 27,131
			======	27,117	27,131
		Unrestricted	Restricted	Total	Total
3	Expenditure	<u>General Fund</u> £	<u>Funds</u> £	2018 £	2017 £
	Charitable Activities				
	Insurance	4,468	-	4,468	4,264
	Heat & light	2,665	-	2,665	2,244
	Telephone	1,446	-	1,446	1,394
	Repairs and maintenance	8,148	-	8,148	7,268
	Professional fees	400	-	400	794
	Independent Examiner's fee	1,000	-	1,000	1,000
	Cleaning & caretaker	1,434	-	1,434	1,123
	General expenses	206	-	206	451
	Grants distributed	2,610	•	2,610	1,200
	Depreciation	12 200		12 200	12 200
	Depreciation	13,208 35,585		13,208 35,585	13,208 32,946

Support costs have not been separately identified as the trustees consider there is only one charitable activity to which all support costs incurred relate.

Expenditure on charitable activities was £35,585 (2017 £32,946) of which £35,585 was unrestricted (2017 £32,946) and Nil was restricted (2017 Nil).

		Unrestricted	Restricted	Total	
4	Operating profit/(loss)	General Fund £	Funds £	2018 £	<u>2017</u> €
	Operating profit is stated after charging: Depreciation	13,208	-	13,208	13,208

The Treasurer received reimbursement of £124 out of pocket expenses during the year (2017 £108). Carl van der Lee was paid no reimbursment of out of pocket expenses during 2018 (2017 £131). Mr Gerald Cooper was reimbursed £86 in out of pocket expenses during 2018 (2017 £187).

Charitable and governance costs include payments to the Independent Examiner of £1,000 (2017 £1,000) and £400 (2017 £200) for other professional services.

		Land &	Property	Fixtures &	
6	Fixed Assets	Property	Improvements	Equipment	<u>Totals</u>
		£	£	£	£
	Cost/Valuation				
	As at 1 January 2018	251,575	981,179	7,027	1,239,781
	Additions	-	-	-	-
	At 31 December 2018	251,575	981,179	7,027	1,239,781
	<u>Depreciation</u>				
	As at 1 January 2018	23,420	39,969	2,892	66,281
	Charge for year	2,342	9,812	1,054	13,208
	At 31 December 2018	25,762	49,781	3,946	79,489
	Net Book Value				
	At 31 December 2018	225,813	931,398	3,081	1,160,292
	At 31 December 2017	228,155	941,210	4,135	1,173,500
				=	

Land purchased in 2013 for £17,390 has not been depreciated.

7	Debtors	Unrestricted <u>General Fund</u> £	Restricted <u>Funds</u> £	Total <u>2018</u> £	Total <u>2017</u> £
	Debtors	367	-	367	973
	·	367		367	973

. 8	Creditors: amounts falling due within one year	Unrestricted General Fund £	Restricted Funds £	Total 2018 £	Total <u>2017</u> £
	Creditors	2,601	-	2,601	265
	Accruals	8,582	424	9,006	9,557
	Vat account	618	-	618	882
		11,801	424	12,225	10,704
9	Creditors: amounts falling due after more than one year	Unrestricted General Fund	Restricted Funds	Total 2018 £	Total 2017 £
	Fife Council Loan	-	199,576	199,576	199,576
			199,576	199,576	199,576

During 2013 Fife Council provided a loan of £200,000 towards the development of the Murray Studios. The loan term is 20 years during which time capital repayments will be made to Fife Council, annually in arrears, based on 50% of the operating surplus of the let units, see below. No interest will be charged on the loan.

Fife Council have confirmed that they do not intend to seek further loan repayments and would prefer the Murray Library to build up its reserves and fulfil it's charitable purpose. No provision for repayment has therefore been made in these accounts.

Murray Studios	<u>2018</u>	<u>2017</u>
•	£	£
Income	13,151	13,962
Expenditure	(10,561)	(10,094)
Surplus/(deficit) for the year	2,590	3,868_

The repayment provided in 2015 was £424, there was no repayment provided in either 2016, 2017 or 2018.

10	Movement in Funds	At 1 January 2018	Income £	Expenditure £	Transfers £	At 31 December 2018 £
	Unrestricted Funds General Fund	362,116	27,222	(35,585)	10,032	363,785
	Restricted Funds Grants Fund	683,679	-	-	(10,032)	673,647
	Total Funds	1,045,795	27,222	(35,585)		1,037,432

The General fund consists of non-designated unrestricted funds.

The Grants fund is a restricted fund relating to grants received for the repairs, renovation and redevelopment of the Murray Library Building. A transfer is made from the grants fund to the general fund equivalent to the depreciation charge on the fixed assets acquired and refurbished.