

# **Highland Perthshire Communities Land Trust**

A company limited by Guarantee and not having a share capital

## **Trustees' Report and Accounts for the year to 30 November 2009**

Company number: SC227934

A Registered Scottish Charity

Scottish Charity Number: SC032801

Tax File reference: CR53179

Registered Office

J & H Mitchell WS  
51 Atholl Road  
PITLOCHRY  
PH16 5BU

## **Trustees' Report**

### **Purposes of the Trust**

The purposes of the Trust include the advancement of education of the public about living and working sustainably in Highland Perthshire, including the conservation, enhancement management and responsible enjoyment of Scotland's natural heritage, and to promote, protect and conserve the biodiversity of Highland Perthshire. It has acquired Dùn Coillich and is engaged in a wide range of educational and conservation initiatives based around the property.

### **Legal and Administrative Information**

#### Constitution

Highland Perthshire Communities Land Trust, "the Trust", is a company limited by Guarantee, and not having a share capital. The liability of each of its members is limited to £1. It was incorporated on 11 February 2002, with Company Number SC227934.

It is recognised by HM Revenue & Customs as a Charity for the purposes of S505 Income and Corporation Taxes Act 1988, and is registered with the Office of the Scottish Charity Regulator. The Scottish Charity Number is SC032801, and its tax file reference is CR 53179.

The Trust was established under a Memorandum of Association which set out its Objects and powers, and is governed under its Articles of Association. Under these Articles, the direction and business of the Trust is to be managed by the Board of Trustees.

There are two categories of Members of the Trust:

Ordinary Membership is open to any individual or organisation interested in the Objects who is based in Highland Perthshire

Associate Membership is open to any individual or organisation interested in the Objects, who is not based in Highland Perthshire. Associate Members are not entitled to vote at General meetings of the Trust

#### Board of Trustees

Under the Articles of Association, the number of Trustees shall not be less than three, or more than fifteen.

The Board of Trustees shall comprise up to twelve individuals elected as Trustees by the Ordinary Members, and the Board may co-opt individuals to serve as co-opted Trustees.

At each Annual General Meeting, one third of the elected Trustees with the longest service shall retire. A retiring Trustee shall be eligible for re-election after one or two terms of office, but no Trustee can serve more than three consecutive terms of office without at least one year out of office before being eligible again.

## Highland Perthshire Communities Land Trust      Year 30 November 2009

| Current Trustees                 | Appointed                   | Retiring  |
|----------------------------------|-----------------------------|-----------|
| Ben Henderson (co-opted)         | 7 <sup>th</sup> March 2009  | Retiring* |
| June Riddell                     | 7 <sup>th</sup> March 2009  |           |
| Margaret Gimblett                | 7 <sup>th</sup> March 2009  |           |
| Margaret Jarvis, Treasurer       | 7 <sup>th</sup> March 2009  |           |
| Richard Paul                     | 15 <sup>th</sup> March 2008 |           |
| Tim Fison                        | 15 <sup>th</sup> March 2008 |           |
| Julie Gardiner                   | 15 <sup>th</sup> March 2008 |           |
| Paul Jarvis, Chairman            | 15 <sup>th</sup> March 2008 |           |
| Clare Thomas                     | 15 <sup>th</sup> March 2008 | Retiring* |
| Ann Partridge, Minutes Secretary | 24 <sup>th</sup> March 2007 | Retiring  |
| Rob Coope                        | 24 <sup>th</sup> March 2007 | Retiring* |
| Gordon Evans                     | 24 <sup>th</sup> March 2007 | Retiring  |

\*Eligible and seeking re-election

Honorary Chairman      Professor Paul G Jarvis FRS  
 Duireaskin  
 Aberfeldy, PH15 2ED

Honorary Treasurer      Dr Margaret Jarvis  
 Duireaskin  
 Aberfeldy, PH15 2ED

Registered Office, Company  
 Secretary and Solicitors      J & H Mitchell WS  
 51 Atholl Road  
 Pitlochry  
 Perthshire, PH16 5BU

Bankers:      Royal Bank of Scotland  
 8 The Square  
 Aberfeldy, PH15 2DD

Independent Examiner      J M T Ambrose MA, FCA, CTA(Fellow)  
 8 Cleveden Road  
 Glasgow, G12 0NT

## Highland Perthshire Communities Land Trust      Year 30 November 2009

### Report on Trustees' Activities during the past year

(\* indicates active former Trustee)

*Keltney Burn Hydro Scheme [KHS]* (G. Evans, P. Jarvis, W. Hoare\*) The contractor entered the site on 19<sup>th</sup> December 2008 to begin work, *ipso facto* the official Date of Entry. As landlord of the intake area, we received our first payment of £3000 in January 2009 (plus interest related to the delay in payment). Corrected contract documents were finally signed in August 2009. Geological structures uncovered during initial work on the pipeline led to re-alignment of the pipe and movement of the intake about 20 m upstream. Work has continued on the intake area and pipe line through 2009 (as constrained by the contract with respect to the breeding period of local birds), and was nearing completion by the end of the year. (Generation of electricity is likely to commence in April 2010).

*The Rural Stewardship Scheme* (J. Gardiner, T. Fison, M. Jarvis) Associated with the reorganisation of funding in the countryside and consolidation of all payments into one overall land grant scheme, including payments to farmers, woodland grant schemes, and other large-scale rural payment schemes, The Rural Stewardship Scheme was closed in June. We received our final payment in July, after an inspection of our achievements which were deemed to be satisfactory. Over several years, the RSS scheme has supported creation of ponds, enhancements for wildlife and maintenance of species-rich heathland on Dùn Coillich. There is no comparable replacement scheme and there is little or no scope for such small-scale grants in the new scheme, which is focussed on grants for countryside activities of much larger-scale.

*Woodlands and the Woodland Grant Scheme* (J. Gardiner, P. Jarvis) Additional contract-planting of approximately 3000 Scots pine and 3000 birch took place in March and April on areas that had not been mounded and were scheduled for planting at a lower density. The initial five years of the woodland grant scheme terminated at the end of June and the required comprehensive report was submitted to the Forest Authority. The report summarised our achievements over the previous five years, as a set of written descriptions and maps of areas mounded and trees planted, the additional areas of un-mounded lower-density planting and the areas of natural regeneration.

In October we repaid in its entirety the interest-free loan that we received for five years from the *Volant Trust*. The loan enabled us to fund the planting prior to receiving grant payments from the FC. We are extremely grateful to the *Volant Trust* for this help. To obtain the balance of the FC grant (and indeed to ensure that repayments are not required), we now must ensure that viable trees shall be present in appropriate numbers on all sites, five years after each area was planted.

To provide an ongoing supply of plants for future planting, both to meet the above obligation and to provide for activities of volunteers and school groups (see below), a nursery area comprising a 20 x 10 m fenced enclosure, that excludes red and roe deer, sheep, cattle, hares and rabbits, has been established on the in-by ground. The cost of this tree nursery enclosure was in substantial part borne by a welcome donation.

*Deer* (R. Coope, B. Henderson, T. Fison) At the present stage of the Woodland Grant Scheme deer are a considerable pest on Dun Coillich because they browse young trees. There has been a relatively large roe deer population and there is a considerable risk of red deer incursion from surrounding hill ground. Consequently, both active deer culling and

maintenance of the perimeter fence are necessities. Thus during the past year 19 roe and 5 red deer have been culled on Dùn Coillich. The peripheral fence has been walked regularly and repairs made, having particular regard to likely points of entry of roe deer. Some sections of the peripheral fence would benefit from replacement.

*Gates and Fencing* (T. Fison, R. Coope, W. Hoare\*) Lengths of redundant stock fencing (posts and wire) on the in-by land below the head dyke have been removed, in large part by school pupils. Decaying gates in the head dyke have been replaced by two new gates (12 ft and 9 ft, respectively) and parts of the head dyke have been repaired. The remains of the old fence around the plantation continue to be removed piecemeal. The fence along the road is largely intact but is decrepit and some sections are in need of replacement. Repairs were made to the fence at the Tomphubil lay-by as part of a training exercise for pupils of Outdoor Studies at Pitlochry High School. In November six pupils worked on fencing with the contractor erecting the tree nursery enclosure and obtained valuable practical and technical experience.

*The Observation and Education Facility (OEF)* (P. Jarvis, W. Hoare\*) A combination lock was fitted to the door of the OEF so that it could be readily accessed at all times by Trustees and Members.

Records of sightings of birds in particular are recorded on a white-board. Books on wild flowers were purchased for the OEF with a donation from the *Perthshire Walking Group*. Some additional furniture has been provided by Trustees. The Trustees' meeting in June was held in the OEF; a Hen Harrier was observed flying past! The OEF has been a very significant focal point for the visits of pupils from schools and of Cubs and Beavers (see below).

*Natural and Cultural Heritage* (C. Thomas, H. Nicholson\*) Efforts in the early part of the year ensured that the archaeological sites were not damaged during tree-planting operations. Sites within the affected areas were marked with canes and tape, and maps showing the location of these sites were issued to all involved in the planting. Preparations were also made for a programme of plane-table surveys. Work on the construction of an archival catalogued continued.

*Relations with Schools etc* (R. Paul, C. Thomas, J. Riddell, M. Gimblett, T. Fison,) There were two visits to Dùn Coillich in May of groups of up to 30 pupils, and in September a third group of 37 pupils accompanied by Teachers, from Pitlochry High School came as part of a 3-day event focussed on the John Muir Trust Award. The pupils planted trees, dismantled old fences, visited the pine wood and explored the ponds. In addition, six older pupils who are taking an Intermediate 1 qualification in Rural Skills were able to obtain considerable, expert practical tuition on fencing from Rab Robertson, the Contractor who was erecting the deer enclosure/tree nursery area.

In June a group of 37 Cubs and Beavers from Aberfeldy visited. In groups of 6 or 7 they progressed around 6 prepared 'stations', each manned by an expert Trustee, from the ponds, through the pine wood and via a glacial erratic back to the OEF where they compared specimens.

Although schools and other such youth organisations are required to have their own 'Risk Assessments' for excursions such as the above, the increase in events on Dùn Coillich stimulated commissioning by the Trust of a document defining its own 'Risk Assessment Procedures' which can be put into effect with respect to school visits etc..

*Communication with Members* A festive bonfire party for Members was held on 18<sup>th</sup> September to encourage discussion and participation, to dispose of a pile of old fence posts and other waste wood, and to discuss informally plans for the future. About 30 Members joined in, useful exchanges ensued and an enjoyable time was had by all!

The Web Site ([www.hpclt.org](http://www.hpclt.org)) has been kept up to date and contains information about the Trust, events, pictures, and Minutes of the quarterly meetings of Trustees. There have also been occasional articles in *Comment*.

*Financial Review and policy on Financial Reserves:* T. Ambrose, P. Jarvis.

The Trust's income exceeded its expenditure by £503 during the year. Its unrestricted General Fund at the end of the year held £8,779, and the OEF Fund, set up for the construction and use of the OEF as a wildlife observation centre, held £5,382. The Trustees are carrying out a substantial programme of planting of native trees on Dùn Coillich, with support from the Woodland Grant Scheme. Monies accumulated in the General Fund will be expended on further improvements to the property, and to advance the purposes of the Trust. The balance of funds in the OEF Fund will be used to enhance its use as an observation centre for supporting and educating Members, Trustees and Visitors.

Signed

Prof Paul G Jarvis FRS

20<sup>th</sup> February 2010

Trustee

## **Independent Examiner's Report to the Members of Highland Perthshire Communities Land Trust:**

I report on the accounts of the company for the year ended 30 November 2009.

### **Respective responsibilities of Trustees and Examiner**

The charitable company'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 Trustees consider that the audit requirement of Regulation 10(1) 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 report**

My examination was 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 with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking 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 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 to prepare accounts which accord with the accounting records and comply with Regulation 9, 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.

Signed

Independent Examiner

Date

J M T Ambrose MA, FCA, CTA(Fellow)  
8 Clevedon Road  
GLASGOW  
G12 0NT

## Highland Perthshire Communities Land Trust

### Statement of Financial Activities (including Income and Expenditure Account) for the year to 30 November 2009

| <b>Incoming Resources</b>                 | <b>Year to 30<br/>November 2009</b> | <b>Year to 30<br/>November 2008</b> |
|---|-------------------------------------|-------------------------------------|
|   | <b>£</b>                            | <b>£</b>                            |
| Members' subscriptions                    | 672                                 | 801                                 |
| Donations                                 | 1,423                               | 681                                 |
| HMRC Gift Aid income tax refund           | -                                   | 238                                 |
| Interest                                  | 402                                 | 1,853                               |
| Grants received                           | 1,510                               | -                                   |
| Perth and Kinross Countryside Trust       | -                                   | 2,000                               |
| Rental                                    | 3,000                               | -                                   |
| Wayleave                                  | 267                                 | -                                   |
| SIACS                                     | -                                   | 1,502                               |
| John Muir Trust                           | -                                   | 284                                 |
| <b>Total incoming resources</b>           | <b>7,274</b>                        | <b>7,359</b>                        |
| <b>Resources Expended</b>                 |                                     |                                     |
| Charitable expenditure:                   |                                     |                                     |
| Fencing for tree nursery                  | 1,562                               | -                                   |
| Purchase and transport of native trees    | 2,272                               | 3,196                               |
| Tree planting                             | 805                                 | 1,066                               |
| Bracken spraying                          | -                                   | 1,293                               |
| Observation and Education Facility        | 98                                  | 5,512                               |
| Ploughing, seeds and seeding              | 330                                 | 52                                  |
| Insurance                                 | 515                                 | 525                                 |
| Risk assessment                           | 150                                 | -                                   |
| Ordnance Survey licence                   | -                                   | 64                                  |
| Signage, fencing and canes etc            | 112                                 | 103                                 |
| Newsletter                                | 170                                 | 177                                 |
| Website                                   | -                                   | 517                                 |
| Deer management                           | 20                                  | -                                   |
|   | <b>6,034</b>                        | <b>12,505</b>                       |
| Management and administration             |                                     |                                     |
| Legal fees - as restricted                | 528                                 | 664                                 |
| Postage, admin and AGM costs              | 189                                 | 242                                 |
| Bank charges                              | 20                                  | 70                                  |
|   | <b>737</b>                          | <b>976</b>                          |
| <b>Total resources expended</b>           | <b>6,771</b>                        | <b>13,481</b>                       |
| <b>Total Funds at 30 November 2008</b>    | <b><u>218,863</u></b>               | <b><u>224,985</u></b>               |
| <b>Surplus of income over expenditure</b> | <b>503</b>                          | <b>(6,122)</b>                      |
| <b>Total Funds at 30 November 2009</b>    | <b><u>219,366</u></b>               | <b><u>218,863</u></b>               |



# Highland Perthshire Communities Land Trust

## Balance Sheet at 30 November 2009

|                               | 30 November 2009<br>£ | 30 November 2008<br>£ |
|-------------------------------|-----------------------|-----------------------|
| <b>Fixed Assets</b>           |                       |                       |
| Land at Dùn Coillich (note 4) | 205,205               | 205,205               |
| <b>Current Assets</b>         |                       |                       |
| Grants receivable (note 2)    | -                     | -                     |
| Cash at Bank                  | 15,723                | 70,658                |
| <b>Current Liabilities</b>    |                       |                       |
| Interest-free loan (note 3)   | -                     | (57,000)              |
| Account payable               | (1,562)               | -                     |
|                               | <b>219,366</b>        | <b>218,863</b>        |
| <b>Land Purchase Fund</b>     |                       |                       |
|                               | 205,205               | 205,205               |
| <b>General Fund</b> (note 6)  | 8,779                 | 8,235                 |
| <b>OEF Fund</b> (note 6)      | 5,382                 | 5,423                 |
|                               | <b>219,366</b>        | <b>218,863</b>        |
| <b>Accumulated Funds</b>      |                       |                       |

The Trust is entitled to exemption from an audit under the provisions of S249A(1) of the Companies Act 1985, and no notice has been deposited under S249B(2) of that Act.

The Board of Trustees acknowledge their responsibilities for ensuring that the Trust keeps accounting records which comply with S221 of the Act, and preparing accounts which give a true and fair view of the state of affairs of the Trust as at the end of its financial period and of its income and expenditure for the financial period in accordance with S226 and which otherwise comply with the requirements of the Companies Act 1985.

Signed

Prof Paul G Jarvis FRS Trustee

Date

# Highland Perthshire Communities Land Trust

## Notes to the Accounts to 30 November 2009

### 1 Accounting Policies

The Trustees have followed the Statement of Recommended Practice: Accounting and Reporting by Charities (Revised 2005), and the Financial Reporting Standard for Smaller Enterprises in preparing their Report and these Financial Statements.

Income and expenditure has been accounted on a cash basis, which is not materially different from what would be shown on an accounts basis, except for the Woodland Grant, receivable from the Forestry Commission (see below).

### 2 Woodland Grant Receivable – Contingent Liability

The company has entered a contract with the Forestry Commission in relation to the creation of up to 245 hectares of new native woodland (including 48 hectares of open ground) by a combination of planting and natural regeneration, under the Woodland Grant Scheme. A grant is payable to the company when stages of planting are completed. At the end of the year, £ nil (2008 - £ nil) was receivable in respect of work completed. Any surplus of the grant over the costs incurred (or vice versa) will be recorded when the grant is received and the final costs have been incurred.

The grant is contingent upon the survival of the young trees, and future instalments may be withheld, or previous payments may be repayable by the company to the Forestry Commission, if the required level of survival is not achieved. The company's responsibility extends for ten years after the date of the grant for planted areas, and for five years after natural regeneration. The Trustees have insurance cover for fire damage, and are taking steps to minimise deer browsing, which are considered to be the greatest contingent risks. The company has the opportunity to plant replacement trees, as necessary to retain the grant. At present steps are being taken to ensure that the level of survival is within the required levels, and the Trustees do not believe that any provision for repayments or the irrecoverability of future instalments is necessary.

### 3 Interest-Free Loan

To fund the land preparation and planting of native trees, the company negotiated an interest-free loan from a Charitable Trust in 2005, which was repayable within 5 years from then. The total amount of the loan was £65,000, of which the company had drawn down £57,000. The company fully repaid the loan from its cash resources during the year.

## Highland Perthshire Communities Land Trust

Notes to the Accounts to 30 November 2009 (continued)

### 4 Fixed assets

Land at Dùn Coillich is shown at cost. No depreciation is charged.

### 5 Trustees' remuneration

None of the Trustees has received any remuneration or reimbursement of expenses from the Trust. No fee was paid to the company's Independent Examiner.

### 6 Funds

The Trustees designated £205,205 of the incoming funds, equal to the cost of Dùn Coillich, as the "Land Purchase Fund", with the balance as a General Fund for such purposes of the Trust as may be required. A separate fund (the Observation and Education Facility Fund, "OEF Fund") was established to finance the construction of the building for the observation and study of wildlife.

The company's income and expenditure during the year may be allocated between the General and OEF Funds as follows:

| £                             | General Fund | OEF Fund     | Total         |
|-------------------------------|--------------|--------------|---------------|
| <b>Income</b>                 | 7,217        | 57           | 7,274         |
| <b>Expenditure</b>            | 6,673        | 98           | 6,771         |
| <b>Surplus/(Deficit)</b>      | 544          | (41)         | 503           |
| <b>Balance at 30 Nov 2008</b> | 8,235        | 5,423        | 13,658        |
| <b>Balance at 30 Nov 2009</b> | <b>8,779</b> | <b>5,382</b> | <b>14,161</b> |

- o - O - o - O - o -