

BELL & COMPANY
CHARTERED ACCOUNTANTS

THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

**TRUSTEES' REPORT AND INDEPENDENTLY
EXAMINED ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 2014

Charity Registration No. SC041823

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THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

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THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

REFERENCE AND ADMINISTRATIVE DETAILS

Charity address	Balhousie Castle Hay Street Perth PH1 5HR
Charity registration number	SC041823
Trustees	Sarah Riddell-Webster Chairwoman James Watt Treasurer Leonor Blackhall Secretary Kathryn Howell Ex-officio Emma Halford-Forbes Rosemary Pitcaithly Major (Retd) Roland Proctor, MBE
Independent examiner	David Sanderson FCCA ATT Bell & Company Chartered Accountants Moray House 39 St John Street Perth PH1 5HQ

THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2014

The Management Committee of the Friends of The Black Watch Castle and Museum ("the Friends") present their accounts for the year ended 31 March 2014.

Structure, Governance and Management

The Friends were established on 9 September 2010 and are governed by their constitution which was adopted at a General Meeting held on that date and amended at the annual general meeting held on 19 September 2012. The charity was registered under charity number SC041823 with effect from 13 October 2010 and accepted as a charity for tax purposes by HM Revenue & Customs on the same date.

Under the constitution the structure of the Friends consists of:

The **Members**. Members have the right to attend the annual general meeting (and any special general meeting) and have important powers under the constitution; in particular, the Members elect people to serve on the Management Committee and take decisions in relation to changes to the constitution itself.

The **Management Committee**. The Management Committee holds regular meetings during the period between annual general meetings, and generally controls and supervises the activities of the Friends. The Management Committee is responsible for monitoring the financial position of the association. All members of the Management Committee act as Charity Trustees of the Friends.

The following acted as Trustees throughout the period under review:

Sarah Riddell-Webster	Chairwoman
James Watt	Treasurer
Leonor Blackhall	Secretary
Kathryn Howell	Ex-officio
Emma Halford-Forbes	
Rosemary Pitcaithly	
Major (Retd) Roland Proctor, MBE	

The maximum number of members of the Management Committee is seven.

The Chief Executive of The Black Watch Museum is an ex-officio member of the Management Committee. A person is not eligible for election/appointment to the Management Committee unless he/she is a member of the Friends.

At each annual general meeting, the Members may elect any member to be a member of the Management Committee. The Management Committee may at any time appoint any Member of the Friends as a member of the Management Committee.

At each annual general meeting, all of the members of the Management Committee shall retire from office, but shall be eligible for re-election.

The Management Committee members elect from their number a Chair, Treasurer, Secretary and any other Office Bearer they consider appropriate. All Office Bearers cease to hold office at the conclusion of each annual general meeting, but are then eligible for re-election.

All members of the Management Committee were provided with a copy of the Charity's Constitution and OSCR's publication "Guidance for Charity Trustees".

The Management Committee keep their duties under the Constitution and as Trustees under constant consideration, with one Committee meeting having this as a major topic for review.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

Appointment of President and Honorary Members

The President of the Friends is Lieutenant General Sir Alistair Irwin, Chairman of the Trustees of The Black Watch Museum.

On the invitation of the Management Committee the following individuals have been made Honorary Members of the Friends:

- Jim Turpie, Volunteer, Gatekeeper
- Fraser Brown, Volunteer, Education Outreach Service
- Brigadier Melville Jameson, Lord Lieutenant of Perth and Kinross
- Dr John Hulbert, Former Provost of Perth
- John Letford, Former Lord Provost and Lord Lieutenant of Dundee
- Frances Melville, Former Lord Provost of Fife
- Margaret Dean, Lord Lieutenant of Fife
- Georgiana Osborne, Lord Lieutenant of Angus
- Ruth Leslie Melville, Former Provost of Angus
- Liz Grant, Provost of Perth and Kinross

Related Organisations

The Friends are connected with The Black Watch Museum as they operate from the same address and have objectives in common. Three members of the Management Committee are employees of The Black Watch Museum. The other four Management Committee members act in various capacities as volunteers for The Black Watch Museum. One member of the Friends Management Committee is a Trustee of The Black Watch Museum.

Objectives and Activities

The Friends purpose is to support the activities and property of The Black Watch Museum (Scottish Charity SC005848).

In furtherance of the charity's purpose, the Friends support the following activities:

1. The advancement of education by supporting the educational activities of The Black Watch Museum and its outreach programmes.
2. The advancement of the arts, heritage and culture by:
 - Supporting the conservation of the artefacts and archive of The Black Watch Museum;
 - Supporting the maintenance and development of heritable property owned by The Black Watch Museum; and
 - Supporting the acquisition of artefacts and archive material by The Black Watch Museum.
3. The advancement of citizenship and community development by promoting opportunities for volunteers to support The Black Watch Museum and by supporting their workforce initiatives for young people.
4. Generally providing any support to The Black Watch Museum necessary for the furtherance of its charitable activities.

In furtherance of these objectives the Management Committee of the Friends:

1. Promote wide membership and organise events and other fund-raising activities so that it may support The Black Watch Museum; and

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

2. Transfer surplus funds to The Black Watch Museum from time to time to fund or partly fund expenditures which meet the objectives of the Friends.

The Friends Event programme is arranged by an Events Committee. The following members of this Committee served throughout the year:

Rosemary Pitcaithly, Chairwoman
Sarah Riddell-Webster
Lt Col (Retd) Willie Coupar
Major (Retd) Derek Mowatt
Leonor Blackhall
Norma Fenton
Rebecca Berger
Kathryn Howell

The aims of the Events Committee have been agreed with the Management Committee and are as follows:

- Organising and running a series of events to encourage membership growth and raise funds to administer the Friends and for upkeep of the Museum.
- Promoting the Friends organisation and sharing the legacy of The Black Watch Regiment through events and social gatherings;
- Expanding membership to include the wider community as well as the Regimental family.
- Diversifying events to meet the wants of the membership and general public.

Achievements and Performance

During the year to 31 March 2014 Friends membership increased from 257 to 347; an increase of 90 members.

The Annual Friends Cocktail Party 2013 was held on 20 June 2013 within the new extended building.

The organisation continued to arrange Friends trips with a visit to The Scots Dragoon Guards and The Royal Scots Museum in November 2013.

In December 2013 the Friends held its first exclusive Christmas Shopping evening in the Museum Shop. This will become a feature of the Friends annual calendar.

The Friends joined British Association of Friends and Museums (BAFM) and are now linking with other Friends groups in Scotland.

Fellowship amongst members of the Friends was facilitated through a number of initiatives including "Friends bring a Friend" and the popular Friends coffee mornings.

We continued to host highly successful lectures with a range of guest speakers such as Professor Ted Cowan. We also arranged curatorial talks and exhibition previews exclusive to the Friends.

The Friends funded the Muskets, Khukris and Broadwords exhibition and will continue to sponsor the Museum temporary exhibitions in the future.

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2014

The Friends have started a joint project with the Museum called the Accessibility Project. This will provide four portable hearing loop systems and large print interpretation labels for the Museum galleries. The aim of this project is to engage visitors with difficulties hearing during our lectures and reading the small print text on interpretation labels within the Museum. To fund this project the Friends applied for a match funding grant from Perth and Kinross Grant Direct.

Financial Review

In the year under review the Friends generated funds of £11,411 (2013: £11,138) and expended funds of £10,033 (2013: £8,886 as restated).

Subscription income was £7,608 (2013: £4,798) reflecting the increase in the number of members during the year.

During the year the Friends held a number of events, principally a cocktail party and a lecture. Income from these events was £2,554 (2013: £5,118) and expenditure was £3,297 (2013: £5,165 as restated). Cocktail party income has reduced because of a reduction in ticket sales from the previous year.


During the year the Friends paid £1,000 towards their loan account with The Regimental Trust Fund of The Black Watch. At the balance sheet date £2,000 (2013: £3,000) was due to The Regimental Trust Fund of The Black Watch.

During the year The Black Watch Museum paid expenses of £3,641 on behalf of the Friends (2013: £2,072) which was repaid. This payment was for office and membership services provided by staff of The Black Watch Museum. At the balance sheet date £59 (2013: £59) was due to The Black Watch Museum.

The Management Committee intends to generate a growing surplus from membership subscriptions and events while maintaining low overheads. This surplus will then be used to support The Black Watch Museum in the ways set out in the Friends' objectives. It is not the intention of the Management Committee to generate permanent reserves beyond the amount required as a prudent allowance for working capital.

As well as support provided by volunteers the Friends organisation is currently dependent on work carried out without charge by employees of The Black Watch Museum. As the Friends grow this situation will be kept under review and in due course it is hoped that this support can be reduced as the Friends develops its own people resources.

This report was approved by the Trustees on 9 October 2014 and signed on their behalf by:


.....
James Watt
Trustee

THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 7 to 9.

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 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1)(d) 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.

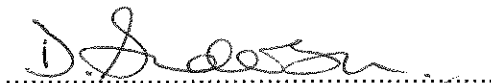
Basis of independent examiner's statement

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 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 of the 2006 Accounts Regulationshave 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.



David Sanderson FCCA ATT

9 October 2014

Bell & Company
Chartered Accountants

Moray House
39 St John Street
Perth
PH1 5HQ

THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 MARCH 2014

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 as restated £
Receipts			
Voluntary Receipts			
Donations	920	920	1,081
Subscriptions	7,608	7,608	4,798
Fund Raising	125	125	137
Receipts from Charitable Activities			
Events	205	205	1,418
Cocktail party	2,349	2,349	3,700
Investment Income			
Bank Interest	4	4	4
Other Income			
Loan from The Black Watch Castle Museum Shop Limited	200	200	-
Total Receipts	11,411	11,411	11,138
Payments			
Costs of Charitable Activities			
Wages and national insurance	3,641	3,641	2,072
Donation to The Black Watch Museum	218	218	-
Costs of hosting events	3,297	3,297	5,165
Printing, postage and stationery	1,171	1,171	640
Travelling expenses	31	31	-
Membership	75	75	-
Bank charges	-	-	9
Governance Costs			
Independent examiner's fees	600	600	-
Loan Repayment to Black Watch Regimental Trust Fund	1,000	1,000	1,000
Total Payments	10,033	10,033	8,886
Surplus / (Deficit) for the year	1,378	1,378	2,252
Transfer between funds	-	-	-
Surplus / (Deficit) for the year	1,378	1,378	2,252

The notes on page 9 form an integral part of these accounts.

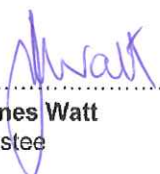
THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

STATEMENT OF BALANCES AS AT 31 MARCH 2014

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 as restated £
Funds Reconciliation			
Cash at Bank & In Hand - 31/03/2013	8,234	8,234	5,982
Surplus / (Deficit) for year	1,378	1,378	2,252
Cash at Bank and In Hand - 31/03/2014	9,612	9,612	8,234
Bank & Cash Balances			
Bank Current Account		9,534	8,229
Cash in Hand		78	5
		9,612	8,234
Other Assets (Unrestricted Fund)			
Stock		321	321
		321	321
Liabilities (Unrestricted Fund)			
Loan due to Black Watch Regimental Trust Fund		2,000	3,000
Loan due to The Black Watch Museum		59	59
Loan due to The Black Watch Castle Museum Shop Limited		200	-
		2,259	3,059

The notes on page 9 form an integral part of these accounts.

Approved by the Trustees on 9 October 2014 and signed on their behalf by:



James Watt
 Trustee

THE FRIENDS OF THE BLACK WATCH CASTLE AND MUSEUM

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2014

1 Basis of Accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

It was discovered that the presentation of previous accounts did not fully comply with the Receipts & Payments basis and this has been corrected in these accounts. In addition a minor difference of £20 was identified and corrected. The comparative figures have been restated accordingly.

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the Trustees in furtherance of the objects of the charity.

There are no Restricted or Designated funds.

3 Related Party Transactions

The charity is connected with The Black Watch Museum which operates from the same address.

During the year the Friends of The Black Watch repaid £1,000 (2013: £1,000) to The Regimental Trust Fund of the Black Watch. At the balance sheet date £2,000 (2013: £3,000) is due to The Regimental Trust Fund of the Black Watch.

During the year The Black Watch Museum Trust paid expenses of £3,641 (2013: £2,072) on behalf of The Friends of the Black Watch. The Friends of the Black Watch repaid £3,641 (2013: £2,072) during the year. At the balance sheet date £59 (2013: £59) was due to The Black Watch Museum.

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.