

The Scottish
Rights of Way and Access Society
(A company limited by guarantee)

Registered Company Number SC024243

Registered Charity Number SC015460

Report and unaudited financial statements
for the year ended 30 June 2016

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Company information

Honorary President

Vacant

Directors

R Aitken (Honorary Vice President)
J P Lawson (Honorary Vice President)
G M Menzies (Chairman)
H Anderson
R S Barron
P D Dixon
E Gotts
P S Hunter
J D Pope
D Wright
P Wood
M Robertson
D Langworth

Company Secretary

A M Riddell

Registered Office

24 Annandale Street
Edinburgh
EH7 4AN

Registered Company Number

SC024243

Registered Charity Number

SC015460

Bankers

Clydesdale Bank plc
29-30 Nicolson Square
Edinburgh
EH8 9BX

Independent examiner

James Davidson CA
34 Melville Street
Edinburgh
EH3 7HA

Directors' report

Governing document

The Society is a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is a Scottish Charity. Each member of the Society has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of the Society being wound up.

The Directors present their report and accounts for the year ended 30 June 2016.

Preparation of financial statements

The financial statements have been prepared in accordance with the Society's governing document, current statutory requirements and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS102).

External examination of the financial statements

The Directors' Report and Accounts because of the Society's small size can be, and are, subject to an independent examination, as provided by Charitable and Company legislation, rather than the more expensive option of an audit.

Structure, governance and management

Board of Directors

Directors of the Society are also charity trustees for the purposes of charity law and are listed on page 1. The Articles of Association provide that Directors appointed at AGMs, serve until the third AGM after the one at which they have been appointed or re-appointed, and at that third AGM they may again be re-appointed. The President and Vice Presidents are currently Directors ex officio during the periods for which they hold those offices. At the AGM in November 2015, the term of office of Hugh Anderson, Pat Hunter and John Pope came to an end and they were all reappointed. David Langworth was appointed a Director on 21 April 2016. He is an enthusiastic walker and he brings cartographical skills and experience to the Board. The Directors all have an interest in the outdoors and in rights of access, bring a useful range of skills helpful to the organisation and are representative and knowledgeable of user groups, such as walkers, cyclists, equestrians and people. This enables them to give assistance to the Staff as well as serving on the Finance and Risk Committees. The National Secretary is responsible for the day to day running of the Society, supported by other staff and volunteers, and acts as Company Secretary.

Objects, activities and achievements

The principal objects of the Society, as set out in the Memorandum of Association, are: preservation, defence, restoration and acquisition, for the public benefit, of public rights of access over land in Scotland, including public rights of way and their amenity.

The Society's principal activities in pursuit of these objects during the year were:

- the giving of advice about rights of access and rights of way to the public, local councils and other interested parties, with the aim of defending these rights, and dealing directly with access problems that emerge;
- the researching, recording and promoting of heritage paths throughout Scotland;
- the recording of rights of way and paths and making this available to interested parties;
- the signposting of paths; and
- the promotion of better understanding of rights of access, rights of way and heritage paths by the production of written material, and by lectures and seminars.

Directors' report *(continued)*

Objects, activities and achievements *(continued)*

The provision of advice and support about rights of access and of way continues to be the largest area of the Society's work. In the past year, enquiries consistently reached the office at the rate of several per day; mainly from members of the public, but also from local authority access officers, other access professionals, and from the press. Some of these only require a short response but others can require long-running case files. One of the longest cases, which concerned the Right of Way and Core Path past Bloomfield, above the Earn and the Tay, has however been settled with the co-operation of the new owner.

Advice is given where rights of way or access could be blocked by developments and ScotWays volunteers did much good work to establish the status of rights of way in the proposed Astley Ainslie development. The UK Government's decision to end new public subsidies for onshore wind farms with effect from 1 April 2016 has led to a considerable increase in wind farm applications, and in appeals against any refusals of permission, as wind farm developers sought to beat the deadline. After in-house scrutiny and objections, those likely to go to enquiry are taken up by John Mackay where the impact on the recreational quality of the area is marked. Aspects of the proposals for extensions to Aikengall IIA and Fallago Rig 2 which impact on public access are of great concern, particularly as there is significant pressure for wind farm development in the Lammermuirs. Likewise two proposals which are likely to have an adverse impact on the iconic views of the Devil's Beef Tub north of Moffat, namely Whitelaw Brae and Earlsbaugh.

The temporary bridge over the Derry, provided by the Society with a grant from the Brown Forbes Trust, withstood the ferocious storms and spates in late 2015, and the National Trust for Scotland (NTS) now wish to retain it in situ. The Society has offered to meet, from the Donald Bennet Memorial Appeal, the cost of the raising of the abutments and the stabilisation of the bank, to increase resilience. NTS await an engineers' report. The Fund will also meet the cost of the replacement for the Upper Quoich bridge with raised abutments there too, and for the construction of a path diversion near the Derry Burn, away from notoriously boggy ground. So there will be two bridges with plaques commemorating Donald.

The Society has been facilitating the repairs to the Dasher Bridge in the Campsies, alongside Kippen Community Council, and with grant support from the Brown Forbes Trust and Clackmannanshire and Stirling Environment Trust. This bridge across the Boquan Burn forms a link from Kippen south to the upper Carron valley, a route signposted under the Campsie Fells Heritage Paths project.

The Lammermuirs map has been produced, displaying David Langworth's skills. Signposting has been, and will continue to be, an important part of the Society's work, both installing and repairing signs. The Lammermuirs project has provided a particular focus for this during the year and discussions continue with landowners regarding signposting of routes shown on the new map.

With an improved financial position staff hours have been increased, enabling a review of administrative systems to be carried out. The Articles of Association have been redrafted in the light of legislative changes, with the objects of the Society extended to cover rights of access over water in line with statutory access rights. These will be proposed to members as a special resolution at the 2016 AGM.

The Board felt that the operating profits over this and the last two years, which had been added to reserves, should be used to strengthen the Society's relationship with its members and its volunteers, to engage with them better and to organise activity in the field. It therefore advertised for a development officer to carry this through. The applicants were of a very high calibre, and the post was accepted by Karen Inkster, who will take up the position at the end of September.

The work of the Society in maintaining CROW as a record of rights of way and other paths has continued, enabling it to provide information to the public and to respond to over 930 requests from solicitors, developers and consultants involved in property transactions. It is also the basis of comments made with regard to potential developments, especially wind farms, advising of the need to protect rights of way from encroachment and to take landscape considerations such as recreational amenity into account. Over the past year we have responded to 53 new wind turbine proposals, ranging from single turbines to large commercial developments, as well as having continued involvement in a number of ongoing consultations.

Directors' report *(continued)*

Objects, activities and achievements *(continued)*

The Society contributes to policy formulation at the National Access Forum and various SNH/NGO Liaison Groups. It continues to be represented on most Local Access Forums and participates in the annual workshop organised by recreational bodies. The Society was represented at the annual Dundee Mountain Film Festival, at Ramblers Scotland's AGM in Dunfermline and provided talks to a range of local groups. It also participates actively in the Scottish Outdoor Access Network.

The Society encourages membership by organising walks for members, distributing the Annual Report and Newsletters, and via the Society's website (www.scotways.com). The Society is also on Facebook and Twitter, with a healthy and increasing number of followers.

<http://www.facebook.com/ScotWays> and <http://twitter.com/scotways>

Whilst continuing to be actively supported by ScotWays, the Heritage Paths project is currently volunteer-run. www.heritagepaths.co.uk

Financial review

The Society's surplus on unrestricted funds is £275,823 (2015: £29,641) and includes £250,000 from the Brown Soutar legacy, received on the last day of the financial year.

In addition, there is a surplus on restricted funds of £5,353 (2015: £35,766).

At 30 June 2016, the Society was planning to recruit a part-time, outward facing Development Officer and the Brown Soutar legacy has already had a positive impact in increasing the hours which the Society is able to offer. A legacy of this size demands careful consideration and members and other stakeholders will be invited to inform a strategic review over the coming months.

At 30 June 2015, £25,598 was held in restricted funds for the Donald Bennet Memorial Appeal. That has grown to £29,503 at 30 June 2016 and the appeal is now closed. It is expected that the fund will be expended by 30 June 2017 on the bridge projects described earlier in this report.

Reserves policy

The unrestricted funds represent the free reserves of the Society. The Board has reviewed the Society's reserves and concluded that reserves are both sufficient and reasonable relative to current and future plans. In general, reserves are required to bridge gaps between meeting expenditure and generating income, to protect the Society from unexpected changes in income without immediately putting at risk its pool of experienced staff and to allow it the capacity to develop.

The reserves, after deducting the Donald Bennet Memorial Appeal which will be expended by 30 June 2017 and the reserves financing fixed assets, amount to £437,158. The aspects the Board considered included:

- a) Retaining reserves of approximately 75% of the annual budget to protect the Society from an unexpected reduction in income from one of its two principal sources.
- b) Deploying reserves to meet the costs of Development Officer activity for 3 years;
- c) Deploying reserves to meet the costs in the first three years of a workplace pension and death in service benefit;
- d) Setting aside sums for the publication of a book on the Heritage Paths project;
- e) Setting aside sums to review signage over the next three years;
- f) Reviewing the Society's use of technology including work practices and enhancing the ScotWays and Heritage Paths websites. In the longer term and, subject to value for money considerations, keeping under active review other uses of technology to further the objects of the Society and
- g) The Brown Soutar legacy is the subject of further detailed consideration, as set out under Financial Review.

Directors' report *(continued)*

Risk management

Following last year's update of a risk management policy, the Finance Committee has taken over responsibility for risk management and is currently working on a business continuity plan to address recovery from the impact of extreme events. This interacts at the IT security level with the continuing work on those systems, where capacity has been upgraded and the digitalisation of records is being considered. An analysis of the likelihood of claims for negligence against the Society was carried out before considering insurance cover. All this has taken place within a policy of reducing stored paper in the Society's relatively small office.

Investment policy

The Society retains funds on deposit for ready access, and will need some of these to fund planned developments. It has a holding in Charifund, a collective investment vehicle, but the receipt of the Brown Soutar legacy enables a longer term policy to be considered.

Plans for the future

The Society will continue to act in pursuit of its Objects in the coming year, as described above. The employment of the Development Officer will focus initially on reinforcing the field volunteer network.

Contribution of staff and volunteers

The Directors acknowledge the efforts put in by staff and volunteers in helping the Society to achieve as much as it does and I, as Chairman, would like express my gratitude to the expertise and amount of hard work the members of the Board have contributed.

Small company special provisions

The report of the Directors has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

This report was approved by the Board on 15 September 2016.

GM Menzies
Chairman

34 Melville Street
Edinburgh
EH3 7HA
United Kingdom

Independent Examiner's Report to the Members of the Scottish Rights of Way and Access Society

I report on the financial statements of the charity for the year ended 30 June 2016 which comprise the statement of financial activities, the balance sheet and the related notes.

Respective responsibilities of directors and examiner

The charity's directors are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity 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 financial statements 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 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 financial statements with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements.

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 financial statements 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 financial statements to be reached.

James Davidson CA

15 September 2016

Statement of Financial Activities (incorporating the income and expenditure account)
for the year ended 30 June 2016

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total 2016 £ | Total 2015 £ |
|--|------|----------------------------|--------------------------|--------------------|--------------------|
| Income from: | | | | | |
| Donations and legacies | 3 | 287,827 | 8,101 | 295,928 | 78,165 |
| Charitable activities | 4 | 83,451 | - | 83,451 | 83,411 |
| Investments | 5 | 763 | - | 763 | 626 |
| Total | | 372,041 | 8,101 | 380,142 | 162,202 |
| Expenditure on: | | | | | |
| Charitable activities | 6 | (96,653) | (2,748) | (99,401) | (98,232) |
| Total | | (96,653) | (2,748) | (99,401) | (98,232) |
| Unrealised gains on investments | 11 | 435 | - | 435 | 1,437 |
| Net income | | 275,823 | 5,353 | 281,176 | 65,407 |
| Funds brought forward at 1 July 2015 | | 264,708 | 25,598 | 290,306 | 224,899 |
| Funds carried forward at 30 June 2016 | | 540,531 | 30,951 | 571,482 | 290,306 |

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

Balance sheet
as at 30 June 2016

| | Notes | 2016 £ | 2016 £ | 2015 £ | 2015 £ |
|---|-------|-----------------|----------------|-----------|-----------|
| Fixed assets | | | | | |
| Tangible assets | 10 | | 104,821 | | 105,578 |
| Investments at valuation | 11 | | 41,813 | | 41,378 |
| | | | <hr/> | | <hr/> |
| | | | 146,634 | | 146,956 |
| Current assets | | | | | |
| Stock | 12 | 2,488 | | 1,976 | |
| Debtors | 13 | 17,388 | | 16,178 | |
| Cash in bank and at hand | | 420,665 | | 132,551 | |
| | | <hr/> | | <hr/> | |
| | | 440,541 | | 150,705 | |
| Creditors: amounts falling due within one year | | | | | |
| | 14 | (15,693) | | (7,355) | |
| | | <hr/> | | <hr/> | |
| Net current assets | | | 424,848 | | 143,350 |
| | | | <hr/> | | <hr/> |
| Total assets less current liabilities | | | 571,482 | | 290,306 |
| | | | <hr/> | | <hr/> |
| Reserves | | | | | |
| Unrestricted funds | 15 | | 540,531 | | 264,708 |
| Restricted funds | 16 | | 30,951 | | 25,598 |
| | | | <hr/> | | <hr/> |
| | | | 571,482 | | 290,306 |
| | | | <hr/> | | <hr/> |

The directors are satisfied that the company is entitled to exemption under section 477 of the Companies Act 2006 and that the members have not required the company to obtain an audit of its financial statements in accordance with the provisions in section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 396 of the Companies Act 2006, and which otherwise comply with the requirements of the this Act relating to financial statements, so far as is applicable to the company.

These financial statements have been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

These financial statements were approved and authorised for issue by the Board on 15 September 2016.

M Robertson
Trustee

Statement of cash flows
 at 30 June 2016

| | 2016 £ | 2016 £ | 2015 £ | 2015 £ |
|--|--------------|----------------|-----------|-------------|
| Net income/(expenditure) for year per the statement of financial activities | | 281,176 | | 65,407 |
| <i>Adjustments for:</i> | | | | |
| (Gains)/losses on investments | | (435) | | (1,437) |
| Depreciation | | 1,227 | | 810 |
| Income from investments | | (763) | | (626) |
| Decrease/(increase) in stock | | (512) | | 1,800 |
| Decrease/(increase) in debtors | | (1,210) | | (6,955) |
| Increase/(decrease) in creditors | | 8,338 | | 2,773 |
| | | <hr/> | | <hr/> |
| Net cash provided by operating activities | | 287,821 | | 61,772 |
| | | <hr/> <hr/> | | <hr/> <hr/> |
| Investing activities | | | | |
| Purchase of office equipment | (470) | | (1,776) | |
| Purchase of investments | - | | (25,000) | |
| Dividends, interest and rents from investments | 763 | | 626 | |
| | <hr/> | | <hr/> | |
| Net cash provided by/ (used in) investing activities | | 293 | | (26,150) |
| | | <hr/> | | <hr/> |
| Change in cash and cash equivalents in the year | | 288,114 | | 35,622 |
| Cash and cash equivalents at the beginning of the year | | 132,551 | | 96,929 |
| | | <hr/> | | <hr/> |
| Total cash and cash equivalents at the end of the year | | 420,665 | | 132,551 |
| | | <hr/> <hr/> | | <hr/> <hr/> |

Notes to the financial statements

(forming part of the financial statements)

1 Accounting policies

The following accounting policies have been applied consistently in dealing with the items which are considered material in relation to the company's financial statements.

Basis of preparation

The financial statements have been prepared in accordance with Financial Reporting Standard 102, the Companies Act 2006, The Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and the Statement of Recommended Practice (SORP FRS102): 'Accounting and Reporting by Charities'. The charity is a Public Benefit Entity. They are compliant with the charity's constitution and have been prepared under the historical cost convention as modified by the revaluation of fixed asset investments. This is the first year the financial statements have been prepared under FRS102 – The adoption of FRS102 has resulted in changes to the figures.

The directors consider that the financial statements should be drawn up on a going concern basis as any shortfall from expected expenditure over anticipated income can be met from unrestricted reserves for at least 12 months from the date of approval of these financial statements.

Incoming resources

Income is accounted for on an accruals basis including ordinary subscriptions which are recognised in the year to which they relate. Legacies, donations and grant income are recognised when there is entitlement, the amount can be estimated with sufficient accuracy and receipt is probable. Income is only deferred when the donor specifies that the grant or donation must be used in future accounting periods, or when the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Life memberships

Life membership subscriptions are recognised as income in the year of receipt and allocated to the life membership fund. Each year 5% of this fund is transferred to the general reserve.

Resources expended

Expenditure is accounted for on an accruals basis and is inclusive of any VAT which cannot be recovered:

- Charitable activities include expenditure associated with one of the charity's objects and principal activities in the provision of advice regarding rights of way and access; the cataloguing of known rights of way; and in signposting rights of way and other routes.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions.

Restricted and unrestricted funds

Restricted funds are those funds which are subject to specific conditions regarding their application. These conditions have been specified by the donors of funds.

Unrestricted funds are applied at the discretion of the Board of Directors in furtherance of the objectives of the Society.

Transfers from unrestricted funds to restricted funds are made when required in order to finance deficits arising on restricted projects.

Notes (continued)

1 Accounting policies (continued)

Fixed Assets

Fixed assets are capitalised at cost. Depreciation has been provided at the following annual rates in order to write off fixed assets over their useful lives:

| | |
|--------------------|---------------------|
| Office equipment | 33.3% straight line |
| Heritable property | nil |

In the opinion of the Directors, which is based on an informal valuation from a qualified surveyor, the residual value of the heritable property is not less than the carrying amount in the financial statements, therefore no depreciation has been charged.

Investments

Fixed asset investments are accounted for at market value.

Operating leases

Rentals in respect of operating leases are charged to the Statement of Financial Activities as incurred.

Stock

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

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.

Debtors

Other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and monies held in short term deposits.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

Taxation

The Society is recognised as a charity by HMRC and therefore enjoys significant tax exemption.

2 Net incoming/outgoing resources

| | 2016 | 2015 |
|--------------------------------|--------------|-------|
| | £ | £ |
| This is stated after charging: | | |
| Depreciation of fixed assets | 1,227 | 810 |
| Independent examination fee | 1,832 | 1,916 |
| | <hr/> | <hr/> |

Notes (continued)

3 Donations and legacies

| | Unrestricted Funds | Restricted Funds | Total 2016 | Total 2015 |
|---------------------------|-----------------------|---------------------|----------------|---------------|
| | £ | £ | £ | £ |
| Annual subscription | 14,934 | - | 14,934 | 16,342 |
| Life subscriptions | 799 | - | 799 | 500 |
| Corporate subscriptions | 9,567 | - | 9,567 | 11,749 |
| Donations | 7,609 | 3,342 | 10,951 | 27,942 |
| Gatliff Trust | - | 1,000 | 1,000 | 11,400 |
| East Lothian Council | - | 1,000 | 1,000 | - |
| Scottish Borders Council | - | 1,000 | 1,000 | - |
| East Lothian Tourism Fund | - | 996 | 996 | - |
| Gifford Community Council | - | 200 | 200 | - |
| Bequests and legacies | 250,500 | - | 250,500 | 2,000 |
| Gift aid | 4,418 | 563 | 4,981 | 8,232 |
| | <u>287,827</u> | <u>8,101</u> | <u>295,928</u> | <u>78,165</u> |

In 2015 income from donations and legacies was split £42,399 unrestricted and £35,766 restricted

4 Income from charitable activities

| | 2016 | 2015 |
|----------------------|---------------|---------------|
| | £ | £ |
| Lawyers' searches | 78,240 | 78,165 |
| Sale of publications | 3,781 | 4,704 |
| Walks | 650 | 500 |
| Other income | 780 | 42 |
| | <u>83,451</u> | <u>83,411</u> |

In 2015 all income from charitable activities was unrestricted

5 Income from investments

| | 2016 | 2015 |
|----------|------------|------------|
| | £ | £ |
| Interest | 763 | 626 |
| | <u>763</u> | <u>626</u> |

In 2015 all income from investments was unrestricted

6 Expenditure on charitable activities

| | Unrestricted Funds | Restricted Funds | 2016 | 2015 |
|-----------------------------------|-----------------------|---------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Staff costs | 71,563 | - | 71,563 | 64,380 |
| Staff costs - Lammermuirs project | 2,000 | - | 2,000 | - |
| Publications | 2,135 | - | 2,135 | 3,699 |
| Project costs | 574 | 2,748 | 3,322 | 1,394 |
| Bad debts | (2,160) | - | (2,160) | 3,160 |
| Support costs (note 7) | 17,563 | - | 17,563 | 20,633 |
| Governance costs (note 8) | 4,978 | - | 4,978 | 4,966 |
| | <u>96,653</u> | <u>2,748</u> | <u>99,401</u> | <u>98,232</u> |

In 2015 all expenditure on charitable activities was unrestricted

Notes (continued)

7 Support costs

| | 2016 £ | 2015 £ |
|--------------------------------|---------------|---------------|
| Premises & insurance | 2,702 | 2,845 |
| Telephone, water, heat & light | 1,634 | 2,735 |
| Printing & postage | 7,725 | 7,700 |
| Computer costs | 1,434 | 1,848 |
| Subscriptions | 420 | 189 |
| Depreciation | 1,227 | 810 |
| Maps | 947 | 310 |
| Advertising | 640 | 2,003 |
| Property costs | 1,125 | 1,270 |
| Bank charges | 412 | 427 |
| Travel | 85 | 496 |
| Sundry | 89 | - |
| VAT | (877) | - |
| | <u>17,563</u> | <u>20,633</u> |

8 Governance costs

| | 2016 £ | 2015 £ |
|--------------------------------------|--------------|--------------|
| Independent examiner's fees | 1,832 | 1,916 |
| Meeting expenses | 905 | 528 |
| Preparation of annual report and AGM | 2,241 | 2,522 |
| | <u>4,978</u> | <u>4,966</u> |

9 Employees

| | 2016 £ | 2015 £ |
|----------------|---------------|---------------|
| Staff salaries | 70,568 | 62,011 |
| Employer's NIC | 2,995 | 2,369 |
| | <u>73,563</u> | <u>64,380</u> |

No employee earned more than £60,000 in either year.

The average number of employees was 4 (2015; 4) (full time equivalent 3 (2015; 3)).

The directors receive no remuneration for their services, but may be paid travelling, subsistence and other expenses properly incurred by them in connection with the discharge of their duties. In the current year 3 directors (2015; 1) were paid such expenses of £180 (2015; £53)

The National Secretary and Access Enquiries Officer are considered the key management of the organisation. The total remuneration of key management in the year was £49,500 (2015; £47,406).

Notes (continued)

10 Tangible fixed assets

| | Heritable property £ | Office equipment £ | Total £ |
|------------------------|----------------------------|--------------------------|----------------|
| Cost | | | |
| At 1 July 2015 | 103,765 | 4,026 | 107,791 |
| Additions | - | 470 | 470 |
| | ----- | ----- | ----- |
| At 30 June 2016 | 103,765 | 4,496 | 108,261 |
| | ----- | ----- | ----- |
| Depreciation | | | |
| At 1 July 2015 | - | 2,213 | 2,213 |
| Charge for the year | - | 1,227 | 1,227 |
| | ----- | ----- | ----- |
| At 30 June 2016 | - | 3,440 | 3,440 |
| | ----- | ----- | ----- |
| Net book value | | | |
| At 30 June 2016 | 103,765 | 1,056 | 104,821 |
| | ===== | ===== | ===== |
| At 30 June 2015 | 103,765 | 1,813 | 105,578 |
| | ===== | ===== | ===== |

11 Investments

| | 2016 £ | 2015 £ |
|--|-----------|-----------|
| <i>Listed investments</i> | | |
| Market value at 30 June 2015 | 41,378 | 14,941 |
| Unrealised gain/(loss) during the year | 435 | 1,437 |
| Purchases | - | 25,000 |
| | ----- | ----- |
| Market value at 30 June 2016 | 41,813 | 41,378 |
| | ===== | ===== |
| Historical cost | 37,365 | 37,365 |
| | ===== | ===== |

12 Stock

Stock consists entirely of goods for distribution to members and other interested parties

| | 2016 £ | 2015 £ |
|---------------|-----------|-----------|
| Stock in hand | 2,488 | 1,976 |
| | ===== | ===== |

13 Debtors

| | 2016 £ | 2015 £ |
|----------------------|---------------|-----------|
| Gift aid recoverable | 4,967 | 8,221 |
| Prepayments | 2,227 | 2,317 |
| Other debtors | 10,194 | 5,640 |
| | ----- | ----- |
| | 17,388 | 16,178 |
| | ===== | ===== |

Notes (continued)

14 Creditors: amounts falling due within one year

| | 2016 £ | 2015 £ |
|-----------------|---------------|--------------|
| Other creditors | 8,414 | 4,581 |
| Deferred income | 3,425 | 2,774 |
| VAT | 3,854 | - |
| | <u>15,693</u> | <u>7,355</u> |

15 Unrestricted funds

| | Life Membership Fund £ | General Reserve £ | Property Fund £ | Revaluation Reserve £ | Total £ |
|---------------------------|---------------------------------|-------------------------|-----------------------|-----------------------------|----------------|
| Unrestricted funds | | | | | |
| Balance at 1 July 2015 | 24,397 | 173,526 | 66,785 | - | 264,708 |
| Incoming resources | 799 | 371,242 | - | - | 372,041 |
| Resources expended | - | (96,653) | - | - | (96,653) |
| Transfers between funds | (1,260) | (2,753) | - | 4,013 | - |
| Gains on investments | - | - | - | 435 | 435 |
| | <u>23,936</u> | <u>445,362</u> | <u>66,785</u> | <u>4,448</u> | <u>540,531</u> |

16 Restricted funds

| | Lammermuirs Project £ | Donald Bennet Fund £ | Heritage Paths Fund £ | Total £ |
|-------------------------|-----------------------------|-------------------------------|--------------------------------|---------------|
| Restricted funds | | | | |
| Balance at 1 July 2015 | - | 25,598 | - | 25,598 |
| Incoming resources | 3,196 | 3,905 | 1,000 | 8,101 |
| Resources expended | (2,664) | - | (84) | (2,748) |
| | <u>532</u> | <u>29,503</u> | <u>916</u> | <u>30,951</u> |

- Lammermuirs Project: funding received towards the creation of a leaflet promoting the Lammermuir hills and sign posting in and around the Lammermuir hills.
- Donald Bennet Fund: funding received to fund projects in memory of Scotways former Chairman, Donald Bennet.
- Heritage Paths Fund: funding received to fund a project relating to Heritage Paths.

17 Analysis of net assets among funds

| | Unrestricted funds | Restricted funds £ | 2016 £ | 2015 £ |
|--------------------|-----------------------|--------------------------|----------------|----------------|
| Fixed assets | 146,634 | - | 146,634 | 146,956 |
| Net current assets | 393,897 | 30,951 | 424,848 | 143,350 |
| | <u>540,531</u> | <u>30,951</u> | <u>571,482</u> | <u>290,306</u> |

Notes (continued)

18 Commitments

The society was committed to making the following non-cancellable lease payments as at 30 June 2016:

| | 2016 | 2015 |
|---------------|--------------|-------------|
| | £ | £ |
| Within 1 year | 1,788 | - |
| 2-5 years | 6,265 | - |
| | <hr/> | <hr/> |
| | 8,053 | - |
| | <hr/> <hr/> | <hr/> <hr/> |

19 Related parties

David Langworth, a director provided cartography services in the year to the Society to the value of £750, this transaction was in line with the charity's memorandum and articles of association.

20 Ultimate controlling party

The company is controlled by the board, who are elected by its members.