

The Royal Scottish Country Dance Society

Trustees' report and financial statements for the year ended 31 March 2021

Scottish Charity Number: SC016085
Company number: SC480530

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Reference and administrative details

Charity name: The Royal Scottish Country Dance Society

Scottish Charity registration number: SC016085

Company limited by guarantee: SC480530

Registered Office:

The registered office of The Royal Scottish Country Dance Society is 12 Coates Crescent, Edinburgh EH3 7AF.

Trustees

The following persons held office as Trustees, wholly or partially, during the period from 1st April 2020 through the virtual Annual General Meeting, held on 7th November 2020, and up to 31st March 2021.

Andrew Kellett	Chairman, demitted office 7 th November 2020
Lorna Ogilvie	Chairman Elect, until 7 th November 2020 when appointed Chairman
William Williamson	Chairman Elect, elected 7 th November 2020
Peter Knapman	Convenor, Membership Services Committee
Anne Taylor	Convenor, Education & Training Committee
Joana Stausberg	Convenor, Youth Services Committee
William Cant	Treasurer
Theresa MacVarish Clark	demitted office 7 th November 2020
Sue Ronald	demitted office 7 th November 2020
Linda Gaul	demitted office 7 th November 2020
Roy Bain	
Gary Coull	
Neil Copland	elected 7 th November 2020 (3 years)
Trevor Clarke	elected 7 th November 2020 (3 years)
Fiona Grant	elected 7 th November 2020 (3 years)
Jane Meikle	elected 7 th November 2020 (2 years)
Joan Nesbitt	elected 7 th November 2020 (2 years)
David Macdonald	elected 7 th November 2020 (2 years)

Executive Management

Clare MacGregor Office Manager

Advisors

The Society's principal professional advisors are:

Accountants	MHA Henderson Loggie, 11-15 Thistle Street, Edinburgh, EH2 1DF
Auditors	Alexander Sloan, 50 Melville Street, Edinburgh EH3 7HF
Bankers	Triodos Bank, Deanery Road, Bristol, BS1 5AS
Solicitors	Lindsay's WS, 19A Canning Street, Edinburgh, EH3 8HE
Investment Managers	Aberdeen Standard Capital Limited, 1 George Street, Edinburgh, EH2 2LL

Trustees' report

The Trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019).

OBJECTIVES AND ACTIVITIES

The objects of The Royal Scottish Country Dance Society (herein after referred to as the Society or RSCDS) are to: -

- a. advance the education of the public in traditional Scottish country dancing and its music
- b. preserve and further the practice of traditional Scottish country dancing and its music.

The Society aims to achieve its objectives by: -

- Promoting and encouraging Scottish country dancing for all ages and abilities
- Providing technical support to Scottish country dancing by maintaining high standards of teaching, training musicians and publishing explanatory documentation
- Supporting and widening the network of RSCDS Branches and other Scottish dance groups.

A Mission Statement and set of Strategic Aims (to March 2020) were agreed between the Management Board, staff and members in 2015. These were reported on every year, with a progress update presented to members prior to the AGMs in 2017, 2018, 2019 and 2020. A concluding report was posted on the website.

In November 2020 a new Business Plan, based on the previous Mission Statement and Strategic Aims, was agreed by the Board to cover the period from 2020 - 2024.

Through the delivery of focussed targets annually, the Plan hopes to achieve the following strategic aims :-

1. To promote Scottish dancing globally as a fun, friendly and healthy activity
2. To help branches promote Scottish dancing in their area
3. To provide appropriate support for Scottish dance teachers and musicians
4. To strengthen RSCDS governance and finance.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Historical information

The Society was formed in 1923 as the Scottish Country Dance Society, becoming The Royal Scottish Country Dance Society in 1951. The Society was, until 1 April 2015, an unincorporated association, recognised as a Scottish Charity (SC016085) since 1969. The Net Assets of the unincorporated association were transferred to the charitable company, The Royal Scottish Country Dance Society (company number SC480530), on 1 April 2015 and the Society has operated as a charitable company from that date.

Governance structure

The Society is governed in accordance with relevant UK laws and regulations, including those specifically applicable to Scottish charities; and in further order of precedence: -

- a. the charitable company's Articles of Association;
- b. the charitable company's Rules and Procedures;
- c. motions passed by the Society in General Meeting;
- d. decisions made by the Management Board (hereinafter referred to as the Board).

Trustees' report *(continued)*

STRUCTURE, GOVERNANCE AND MANAGEMENT *(continued)*

Governance structure *(continued)*

The Board is the governing body of the Society and sets its strategic direction. The Board met nine times during the year. Between meetings, urgent policy and executive decisions were taken by the Chair or a senior team, comprising the Chair, Chair Elect, Treasurer and Office Manager, with the Board being consulted whenever necessary. The senior team also met with the Management Committee Convenors to coordinate the Society's operational activities. The Office Manager is responsible for the smooth operation of the office and the management of staff.

Appointment of Trustees

Elections are held annually by the Society in General Meeting. Only Society members aged 18 or over can be elected to the Board and, when elected, automatically become Trustees. The Chair Elect is elected for two years then confirmed as Chair for two years. The Treasurer is appointed at the Annual General Meeting and serves for three years, which can be renewed once for a further three years. Management Committee Convenors and up to nine other members of the Board are elected for three years. Vacancies on the Board can be filled by appointment. On 31 March 2021 there were fourteen members of the Board.

All Trustee positions are voluntary and unpaid, as are all positions on the Management Committees, working groups and panels.

Society membership

The Society is based in Scotland with a single office in Edinburgh and a worldwide membership. Members form independently controlled Local Associations traditionally named Branches, which link to the Society by a licence agreement. Many UK Branches are registered charities. Most members pay their Society subscription through their Branch, a small number pays its subscription direct to the office. Traditionally they are known as Headquarter (HQ) members. Membership is open to all persons aged 12 years and over with an interest in the Society's objectives.

Description	2021	2020	2019	2018	2017	2016
Branch members	9,514	11,066	10,995	10,879	11,334	11,463
HQ members	217	222	232	252	287	292
Total members	9,731	11,288	11,227	11,131	11,621	11,755
Branches/Local Associations	161	159	159	158	158	161
Affiliated Groups	247	298	307	317	314	317
Teachers' Associations	3	3	3	3	3	3
Annual adult members	8,912	10,255	10,204	10,074	10,539	10,688
Annual joint members						
% of above	31%	31%	30%	30%	30%	30%
Young adult (18-24)	70	108	112	104	107	86
Youth (12-17)	62	67	64	71	60	59
Half-year adults	48	184	144	115	126	107
Total paying members	9,092	10,614	10,524	10,364	10,832	10,940
Life members	639	674	703	767	789	815
Total members	9,731	11,288	11,227	11,131	11,621	11,755

Trustees' report *(continued)*

STRUCTURE, GOVERNANCE AND MANAGEMENT *(continued)*

Society membership *(continued)*

There was a reduction of around 1,500 members, however membership numbers still held up relatively well considering the lack of dancing activity in most parts of the world over the course of the year. The data shows that 400 members were added as new members from the 1st of April 2020. However, this may include old members being reinstated or members transferring between branches.

As the first new UK branch in over 30 years, Herts and Borders Branch, was welcomed in 2020. The new Breton Branch in France was also welcomed.

Committee structure

Under article 48 of the Society's Articles of Association, the Board has delegated some of its responsibilities to standing Management Committees.

Committee Convenors, Convenors Elect (elected at the beginning of the final year of each Convenor's tenure) and Committee members are elected by the Society at the Annual General Meeting. Convenors are also members of the Board and Convenors Elect may attend Board meetings as observers. The Committees and their responsibilities are:

Education and Training Committee

Remit: to advise the Board on matters concerning the standards and performance of Society's dances, examinations and tests; implementing policies on education and training, including organising Scottish country dancing schools; developing and running examinations for future teachers of Scottish country dancing and administering medal tests for children and young people; ensuring health and safety requirements are met. The Committee currently comprises a Convenor and eight other members.

Membership Services Committee

Remit: to develop and update instructional literature and other relevant material pertinent to the interests of the Society; conducting and disseminating research in furtherance of the Society's objectives; and dealing with matters relating to members, Branches and Affiliated groups. The Committee currently comprises a Convenor, Convener Elect, the Music Director, Luke Brady (appointed in November 2021 by the Board) and five other members.

Youth Services Committee

Remit: to advise the Board on policies and strategies to engage children and young people with Scottish Country Dancing (SCD) and music worldwide; researching, developing and evaluating the impact of activities and services for young dancers; supporting and promoting continuing professional development training and activities for teaching young people and developing SCD and music within a contemporary arts environment. The Committee currently comprises a Convenor, and five other members.

The Board is also advised on specific topics by Panels of appointed members with expertise in the subject. Most prominent amongst the Panels is the: -

Finance and Governance Advisory Panel

Remit: to meet on at least two occasions each year to support and monitor the processes for internal and external audit and to scrutinise plans and arrangements for good corporate governance (including risk management) along with the annual budget and accounts. The Panel currently comprises the Treasurer (Management Board member) and four members approved by the Board.

In addition to Panels, the Board and Management Committees create Sub-Committees and Working Groups (WGs) to manage aspects of the Society's business. These include the Schools Sub-Committee, the Autumn Gathering WG, the Scottish Schools WG and the Centenary WG.

Trustees' report *(continued)*

STRUCTURE, GOVERNANCE AND MANAGEMENT *(continued)*

Key Management Personnel

The Trustees consider the Office Manager and the Finance Manager as the Key Management Personnel (KMP) with regard to directing, controlling and running the charity's daily activities. Details of the total remuneration paid to the KMP are disclosed in the Notes to the accounts. The salaries of the KMP are reviewed annually by the Chairman, Chairman Elect and Treasurer. The Trustees serve voluntarily. No Trustee remuneration was paid during the year. Details of Trustees' expenses and related party transactions are disclosed in the Notes to the accounts.

Branches

RSCDS Branches are independently constituted but share the same aims as the Society and are linked to the Society through a Licence Agreement. They deliver on many of the Society's strategic objectives by promoting Scottish country dancing and music in their local area, teaching people to dance and providing opportunities for dancers to develop their skills and to experience the health and social benefits of Scottish country dancing.

ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR

The activities reported here would not have been possible without the hard work and dedication of many people, most of whom give their time and skill to the Society for no financial reward. The Board is deeply grateful to the Committees, office staff, Branch activists, teachers, musicians and members who keep the spirit of Scottish country dancing alive and share the message of "fitness, fun and friendship" with the public at large.

The impact of Covid-19

All events and activities during the year, from April 1st 2020 to March 31st 2021, have been affected by the lockdown restrictions imposed during the pandemic. The Board had no option but to cancel physical events for the two Spring Flings in May 2020, the Summer School in July / August 2020, the Autumn Gathering weekend in November 2020, and the Winter School in February 2021.

Events

Spring Fling

In 2020, to embrace the community of young dancers worldwide for the first time, two Spring Flings were planned. One in early May in St Petersburg, Russia, and one in mid-May in Toronto, Canada. Good numbers registered for both Spring Flings, and the parallel Spring Fringe events, but sadly they had to be cancelled due to the pandemic.

	April 2020	April 2019	April 2018	April 2017	April 2016
Location	St Petersburg and Toronto	Paris	Glasgow	Bonn	Edinburgh
Attendees	n/a	150	145	70	92

Summer School

The annual Summer School, planned over four weeks in St Andrews during July and August 2020, had to be cancelled due to lockdown regulations. As a replacement in July 2020, a successful six day virtual Summer Celebration event included classes, an online music course, and contributions from four international Summer Schools.

	July 2020	July 2019	July 2018	July 2017	July 2016
Attendees	730 approx each day - virtual	626	652	661	633

Trustees' report *(continued)*

ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR *(continued)*

Events *(continued)*

Autumn Gathering

The Autumn Gathering weekend, scheduled to be held in Perth at the start of November 2020, was also cancelled. To comply with necessary Charity regulations the formal AGM meeting was held virtually. Online voting by delegates took place in advance, and the Chairman, Chairman Elect and Treasurer presented the meeting live online. Scroll award recipients were offered the option of receiving their awards in person at the 2021 AGM, or at a forthcoming branch event.

A virtual 'Autumn Evening' event replaced the usual Saturday evening Ball. It included a programme of popular dances introduced by scroll recipients, a music collaboration, and short Scottish dance history presentation.

	Nov 2020	Nov 2019	Nov 2018	Nov 2017	Nov 2016
AGM Delegates	416 - virtual	136	236	164	162
Friday Dance	n/a	423	335	379	454
Saturday Ball	449 - virtual	430	387	426	483

Winter School

Winter School, planned for Pitlochry in February 2021, also took place virtually. Presented by Winter School teachers and musicians, the Winter Evening event included a dance programme, music and a quiz.

	Feb 2021	Feb 2020	Feb 2019	Feb 2018	Feb 2017
Attendees	798 - virtual	124	149	132	167

The virtual activities mentioned above were all produced by the online *Dance Scottish At Home* initiative involving all committees, with Membership Services taking the lead. For over a year the DSAH activities have kept the membership both entertained and informed. Many members have expressed deep gratitude to those delivering DSAH at a time when there was no dancing. This weekly digital communication has led to much welcomed closer personal links within the membership. The DSAH online dance classes typically received audiences of around 900 virtual attendees each week (peaking at just over 1500 in May 2020) and the DSAH newsletter mailings, which included a music podcast, had an open rate of approx. 45% (for approx. 10,000 subscribers) which peaked at 60% for the very first mailing in March 2020.

Teaching, Examinations and Assessments

Examinations

Examinations were cancelled, other than a Unit 1 in October 2020 which is a written exam that involved 16 candidates. The planned February 2021 Unit 1 Exam was postponed for later in the year due to lockdown.

Numbers	2020/21	2019/20	2018/19	2017/18	2016/17
Unit 1	16	58	55	71	66
Unit 5	n/a	43	35	20	29

Some revisions were made to the Core Training for Instructors course, which delayed its implementation. This is now scheduled for later in 2021, and is aimed at teachers of social and general groups with the option of an assessment at the end of the course.

Trustees' report *(continued)*

ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR *(continued)*

Teaching, Examinations and Assessments *(continued)*

Medal Tests and the Dancing Achievement Award (DAA)

Due to Covid-19 all of these activities were put on hold this year.

	2020/21	2019/20	2018/19	2017/18	2016/17
Medal Test	n/a	138	236	271	313
DAA Intermediate	n/a	42	44	74	48
DAA Advanced	n/a	24	56	34	22
DAA V Advanced	n/a	12	9	10	

Publications, Recordings and Music

The restrictions resulting from the Covid-19 pandemic meant that all projects were delayed with publication dates deferred for a year, although preparation work continues. This includes work on a book of historic dances marking the 250th anniversary of the birth of Sir Walter Scott.

Progress has been made on a booklet, as part of the New Members Pack, to inform and educate members on the background and history of Scottish Country dancing. Work has also continued on the next book in the combined volume series, covering Books 39 to 44. The video project's first batch of videos has been made available.

Membership Services committee members have been heavily involved in producing the regular electronic newsletter, 'Dance Scottish at Home', and weekly online class.

Young dancers

Scottish Schools Working Group

The Scottish Schools Working Group (SSWG) launched a major fund-raising campaign in August 2020, seeking sponsorship for its Business Plan which aims to provide every school child in Scotland the opportunity to participate in Scottish Country Dancing. The pandemic prevented any Scottish educational meetings beyond March 2020 but, taking professional advice, a decision was taken to send the Business Plan to numerous potential funders. As a result, between April 2020 and March 31st 2021, £21,500 has been raised, which will be utilised in coming years.

Schools Accreditation

Due to Covid-19 there were no Schools Accreditations awarded this year.

Youth Services

Youth Services Committee contributed regularly to the DSAH newsletter including the Thursday Challenge which encouraged young dancers and musicians to share photos, videos, ideas and stories. They also submitted playful challenges and quizzes. The "Get Creative" page on the RSCDS website was set up in August 2020 to offer dance-centred games, jigsaws and colouring pages. Global Youth Week in October 2020 was celebrated with a Virtual Festival.

Trustees' report *(continued)*

ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR *(continued)*

Marketing and Communications

Website

Two years on from launch, the RSCDS website continues to develop and evolve. The "Get Creative" pages were added to widen the offering for young people on the website, including downloadable content and interactive puzzles. To complement the "Dance Scottish At Home" newsletters a new section was also added, including a dedicated area for free "Online classes" to increase accessibility. During the 1st April 2020 – 31st March 2021 time period, website activity appeared to be a little lower than normal, but this was due to having no large, in-person events. Even so, the website remained a hub for disseminating information to RSCDS members and followers, and staff worked hard to keep it current and relevant. At present, the Website Working Group is working with staff, volunteers and committees to review and overhaul the majority of the web content over the rest of the year and beyond. During the year there were 80,062 visitors to the website. The top ten visited webpages (after the homepage) were:

1. Dance Scottish At Home
2. Popular ceilidh dances
3. News & blog
4. Summer Celebration
5. Shop
6. Branch & Group finder
7. RSCDS AGM 2020
8. Online classes
9. Events
10. Important RSCDS updates

Social Media

The Society was active across 4 social media platforms, raising the profile of Scottish country dance and its music. In the absence of physical events and new merchandise, the focus was placed on what people can do from home, digital products, sharing historical stories and generally providing followers with engaging content, with the aim of retaining and growing the membership.

Overall on YouTube, people viewed RSCDS videos 292,104 times during the period, with 1.8M impressions. The top performing video was the RSCDS promo video and favourite playlists included Book 51, Unit 2 Dances and Book 49. There were 455 new subscribers, with lifetime subscribers at 2,605.

On Twitter, RSCDS tweets earned 136K impressions. The top tweets during this period were around the release of the digital magazine, RSCDS online classes, #EarthHour, the #ThursdayChallenge from Dance Scottish At Home, and a BBC Radio Orkney episode that featured Thirty Popular Dances. Lifetime followers are at 1,114.

On Facebook, 63,400 people were reached and the top performing posts during the period were related to Niel Gow (Archive Spotlight), general announcements, Burns Night and A Winter Evening event. Lifetime followers are at 4.8K.

On Instagram, 2,144 people were reached and the top performing posts during the period were related to RSCDS online classes and the Winter Evening event. Lifetime followers are at 850.

Trustees' report *(continued)*

ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR *(continued)*

Marketing and Communications *(continued)*

Scottish Country Dancer magazine

Two issues of the members' magazine, *Scottish Country Dancer*, were produced during the year. This publication connects dancers worldwide. Due to the financial impact of Covid-19, the Management Board took the decision to digitally distribute both the Spring and Autumn 2020 magazine issues to the majority of members. Only those members without email contact details, or those who had made specific requests, received a hardcopy of the magazine (approx. 1,500 in total).

Archive

There has been limited activity with regard to the Archives as the office in Coates Crescent has been closed since March 2020. However, the majority of archive material is accessible online allowing responses to dance history queries, and continuing work on curating the digital catalogue. Updates to the Archive AtoM software were undertaken during the year to improve functionality.

Governance

Risk Management

The Board reviews the Society's Risk Register annually, and it was approved in June 2020. The ongoing pandemic, and cancellation of further events, led to a review and update in November 2020. The highest risk was felt to be a possible reduction in membership with no dancing, or prospect of a return to the dance floor, at that time. There were financial risks associated with the cancellation of Summer School and Winter School, plus a reduction in traditional RSCDS shop sales although this year Teemill was introduced as an additional platform to sell limited edition RSCDS products and this provided a modest income stream. Staff were being managed very professionally by the Office Manager, but the reduction in the operating team through redundancy, furlough and a resignation in December 2020 created a risk that staffing resources might be stretched.

Premises

A ten year schedule of maintenance exists and will continue to be reviewed and budgeted for. Utilisation of the office space available will be reviewed when staff return after working from home.

Ethical and Environmental Policy

Members were able to receive *Scottish Country Dancer* in a digital format. 100% of attendees at Board and Committee meetings participated via video-conferencing facilities.

RSCDS investments are managed by Aberdeen Standard Capital, whose parent company is a signatory to the United Nations Principles for Responsible Investment and the UK Stewardship Code. It is also a member of Climate Action 100+, a group of asset managers who are driving the largest emitters of greenhouse gases to take action on climate change.

PLANS FOR THE FUTURE

The main priority for 2020-21 was to manage the impact of the coronavirus and the measures introduced to restrict its spread.

In March 2021, with the ongoing extension of coronavirus lockdown and only a very few Branches in Australia and New Zealand able to return to dancing, a review of previous future plans has become necessary. The Society's income has been markedly reduced and targeted marketing of the Society and Scottish Country Dancing has become more vital. In March 2021 an Interim Marketing Director was appointed on a six-month part-time contract. He has a remit to review how the Society operates and communicates, and to produce a Marketing and PR Strategy to take it through the next 5 years, including the Centenary year, and beyond.

Trustees' report *(continued)*

PLANS FOR THE FUTURE *(continued)*

In the coming year the Board intends:

- To implement the 2020-24 Business Plan through the selected 2021-22 targets
- To continue planning for the RSCDS Centenary in 2023
- To implement the developing Marketing and PR strategy
- To sustain and develop online communications with all members
- To diversify and strengthen income streams and the Society's finances.

FINANCIAL REVIEW for the year ended 31 March 2021

At 31 March 2021, the Society's net worth of £2,049,133 (2019: £1,816,912) was represented by the undernoted Funds:

Fund	31 March 2021	31 March 2020
General Fund	855,674	782,722
Jean Milligan Memorial Fund	210,343	172,345
Development Fund	181,735	186,370
Designated Assets Fund	636,020	666,562
Aitkenhead Fund	2,763	2,268
Scottish Schools Designated	17,500	-
Scottish Schools Restricted	10,000	-
Porter Bequest	7,654	6,645
The Haynes Fund	127,444	-
Total net worth	£2,049,133	£1,816,912

The value of these funds is supported by the value of the Society's holdings of investments, property, (12 Coates Crescent) and cash at hand and on deposit, all shown in the Balance Sheet.

Results for the year

The results for the year ended 31 March 2021 are that, as indicated within the Statement of Financial Activities on page 18, the Society reported a surplus of £45,713 (2020: deficit £46,717) before gains on investments of £186,508 (2020: losses £34,582). This year's result was not initially anticipated but reflects the receipt of significant generous legacies, a successful fund-raising exercise to support the Scottish Schools Initiative and a heartening response to the Appeal.

The General Fund which accounts for the charity's main activities showed a decrease in income from £808,975 in 2020 to £232,877 for the current year, reflecting the absence of events. This resulted in an operating deficit of £92,381 (2020: deficit £6,843) before net unrealised gains on investments of £151,000.

The Society's main source of income is the annual subscription. The subscriptions accounted for in the financial year, £166,789 (2020: £197,343) show a significant fall reflecting the agreed £2 per member reduction and a decrease in the number of members, particularly half year memberships, as a result of the lack of dancing. Actual membership numbers are shown on page 3 and are more indicative of the membership trends.

Investment income decreased to £27,015 (2020: £34,600) reflecting the reduction of dividend income as a result of the economic disruption caused by the Covid-19 pandemic. In anticipation of much reduced income, we launched an Appeal to members, which raised the gratifying sum of £33,238 for the General Fund.

Trustees' report *(continued)*

FINANCIAL REVIEW for the year ended 31 March 2021 *(continued)*

Contribution

The financial health of the Society is dependent on significant financial contributions from the events that the Society run for the members. As a result of the pandemic, we have been unable to run our usual Summer School, the Autumn Gathering around the AGM or Winter School. In 2020, the Schools contributed £160,420 to the overall administration of the Society, there has been no such contribution in 2021. The Summer School for 2021 has also been cancelled which will result in a similar loss of contribution for the next financial year. While the return of these events is much anticipated for their educational and social benefits, the Society's finances will also require them to make a significant contribution.

With the closure of the office, the sale of books, CDs and other products has fallen dramatically from £63,309 to £9,377. It was not possible to launch any significant new products and there is now less emphasis on the production of new books of dances with related CD's. However, twelve months have passed, our existing stock is now a year older and less attractive. Therefore, we have followed our regular stock write-off policy resulting in a cost of sales charge of £21,461.

Operating costs

The costs of producing and distributing the Scottish Country Dancer magazine costs were reduced as we took the decision, on grounds of cost, to distribute the magazine digitally. However, many members expressed disappointment with the loss of the printed version and the Management Board has taken the decision to reinstate the printed version with the associated cost of printing and distribution.

The net support costs of £334,175 are down compared to the previous year, £407,299. The main operating cost is employee salaries and benefits which shows a significant reduction as a result of two members staff being made redundant and one member leaving and not being replaced. We received, and continue to receive, support from the UK Government's Furlough scheme. While heating and stationary costs were reduced other costs, especially computer costs, relating to the very successful Dance Scottish at Home initiative, increased significantly. The final, significant tranche of the depreciation of the website is reflected in the charge to the Designated Assets Fund.

Governance costs fell reflecting the lack of travel expenses as all meetings, including the AGM were held remotely. The increased audit fee reflects the increased risk to the business and an increase in regulatory requirements.

Development Fund

This fund benefitted from two significant legacies totalling £24,198. Money was spent supporting the fund raising for the Scottish Schools initiative and the current marketing project. Further amounts were transferred to the General Fund to support the reduction in the membership subscription.

Jean Milligan Memorial Fund.

As a result of the pandemic there has been no opportunity to support the training of teachers or young people, therefore, there have been no disbursements from the Fund. We took the opportunity to invest some surplus cash, which should increase income in the future.

The Haynes Fund

The Society has been informed that it will receive approximately £127,444 from the estate of the late Mrs Maureen Haynes. Mrs Haynes is the widow of Derek Haynes, the well-respected teacher and deviser of many fine dances. The purpose of this very generous legacy as stated in the will is to continue to fund the Derek Haynes Award which currently covers the cost of one young person to attend Summer School each year. It was decided that this condition would be best met by creating a separate restricted fund with the proceeds of the legacy. Most of the proceeds will be invested with Aberdeen Standard Capital where it should generate sufficient income to fund four or five young people to attend Summer School. However more awards can be made depending on demand.

Trustees' report *(continued)*

FINANCIAL REVIEW for the year ended 31 March 2021 *(continued)*

Investment Policy and Returns

All of the Society's investments are managed by Aberdeen Standard Capital and they have recovered well from the stock market lows of March 2020. These investments are held in the Aberdeen Standard Capital (Offshore) Income Fund. Aberdeen Standard Investments, the parent company of Aberdeen Standard Capital, manages investments in the responsible manner referred to elsewhere.

The investments have steadily risen in value since the Covid-19 crisis impacted stock market values in March 2020. They show a gain in value over the financial year of £186,508 (2020: loss £34,582). This represents a rise of 20.8% (2020: loss 3.7%). This is a reassuring performance. The risk profile of the portfolios is medium high, as a result of the weighting in equities. This has supported the reasonable level of income. Quarterly reports measuring performance against a series of benchmarks are prepared and reviewed by management.

Reserves Policy

The Reserves Policy was regularly reviewed to clarify our position on unrestricted and designated reserves. Unrestricted reserves of at least 6 months are to be held to fully cover contractual commitments of the RSCDS, including staff costs and other contracted costs with suppliers plus the costs of paying for the annual Summer School at St Andrews. However there has been no Summer School in this financial year nor the next. Therefore the end of year results for this financial year, meet this reduced required target of reserves which would be the equivalent of £196,000 (2020: £570,000) The Trustees also consider it prudent to set a minimum reserve in the designated funds, of £100,000 in the JMM Fund and £100,000 in the Development Fund, to ensure that the Society can invest these sums to generate income for the Society and to ensure the long-term ability to deliver on the aims of promoting Scottish Country Dancing. The Board has concluded that the current level of reserves, taking account of planned expenditure and the current, economic situation, meet with the reserves policy both in the unrestricted and designated funds.

Conclusion

This year's operating surplus of £45,713 (2020 deficit £46,717) reflects an unusual year when the Society benefitted from specific fund-raising exercises and generous legacies. The deficit in the General Fund of £92,381 (2020 deficit £6,843) is a truer reflection of the problems facing the Society.

The reduced subscription income was the only significant operating income that the Society received this year. The absence of any income from Summer School, Winter School and the Autumn Gathering highlights the cost of running the Society. As a result of the foresight of our predecessors, the Society has significant reserves as shown in the Balance Sheet. Some of these reserves have been used to support the Society this year and next year. However, if the Society, as we know it, is to recover and flourish as we approach its Centenary, we must be able to look forward to recruiting new members and running socially and financially successful events.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources for that period.

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In preparing financial statements giving a true and fair view, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

Trustees' report *(continued)*

STATEMENT OF TRUSTEES' RESPONSIBILITIES *(continued)*

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware, and
- the Trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate 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.

AUDITOR

A resolution proposing that Alexander Sloan be reappointed as the charity's auditor will be put to the Annual General Meeting on 6 November 2021.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report was formally approved by the Trustees on 26 June 2021 and signed on their behalf by:



Lorna Ogilvie
Trustee/Chairman

Independent Auditor's Report to the Members and Trustees of The Royal Scottish Country Dance Society

Opinion

We have audited the financial statements of The Royal Scottish Country Dance Society (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Independent Auditor's Report to the Members and Trustees of The Royal Scottish Country Dance Society *(continued)*

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements within the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees, who are also the Directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under Chapter 3 of Part 16 of the Companies Act 2006 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Independent Auditor's Report to the Members and Trustees of The Royal Scottish Country Dance Society *(continued)*

Extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with Trustees and other management, and from our wider knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, Charities SORP (FRS 102) and the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement,

including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

Audit response to risks identified

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in the notes to the financial statements were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, OSCR and the charity's legal advisors.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Independent Auditor's Report to the Members and Trustees of The Royal Scottish Country Dance Society *(continued)*

Use of our report

This report is made solely to the charitable company's Members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's Trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the Members and Trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, its Members as a body and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Alan Cunningham

Alan Cunningham BA CA (Senior Statutory Auditor)
For and on behalf of Alexander Sloan

30/6/2021

Accountants and Business Advisers
Statutory Auditor

50 Melville Street
Edinburgh
EH3 7HF

Statement of financial activities *(including income and expenditure account)*
for the year ended 31 March 2021

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds	Total 2021 £	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2020 £
Income									
Donations and legacies	2	33,238	36,123	137,444	206,805	3,021	4,238	-	7,259
Other trading activities	3	815	-	-	815	3,512	-	-	3,512
Charitable activities	4	176,581	-	-	176,581	773,431	-	-	773,431
Investment income	5	22,243	4,649	123	27,015	29,011	5,450	139	34,600
Other income	6	-	-	31,820	31,820	-	-	-	-
Total income		232,877	40,772	169,387	443,036	808,975	9,688	139	818,802
Expenditure									
Raising funds	7	(4,810)	(1,175)	(28)	(6,013)	(5,788)	(266)	(28)	(6,082)
Charitable activities	8	(320,448)	(39,042)	(31,820)	(391,310)	(810,030)	(49,407)	-	(859,437)
Total expenditure		(325,258)	(40,217)	(31,848)	(397,323)	(815,818)	(49,673)	(28)	(865,519)
Net income/(expenditure) before other recognised gains and losses		(92,381)	555	137,539	45,713	(6,843)	(39,985)	111	(46,717)
Net gains/(losses) on investments		151,000	34,594	914	186,508	(27,837)	(6,576)	(169)	(34,582)
Net income/(expenditure) before transfers		58,619	35,149	138,453	232,221	(34,680)	(46,561)	(58)	(81,299)
Gross transfers between funds	25	14,333	(14,333)	-	-	(3,876)	3,876	-	-
Net movement in funds		72,952	20,816	138,453	232,221	(38,556)	(42,685)	(58)	(81,299)
Reconciliation of funds									
Total funds brought forward		782,722	1,027,545	6,645	1,816,912	821,278	1,070,230	6,703	1,898,211
Total funds carried forward		855,674	1,048,361	145,098	2,049,133	782,722	1,027,545	6,645	1,816,912

The notes on pages 21 to 39 form an integral part of these financial statements.

Balance sheet
as at 31 March 2021

	Notes	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Intangible assets	14		8,927		37,399
Tangible assets	15		627,093		629,163
Investments	16		1,092,948		900,412
			<hr/>		<hr/>
			1,728,968		1,566,974
Current assets					
Stocks	17	11,547		30,928	
Debtors	18	141,540		14,478	
Cash in bank and at hand	19	254,105		585,638	
		<hr/>		<hr/>	
		407,192		631,044	
Creditors:					
amounts falling due within one year	20	(87,027)		(381,106)	
		<hr/>		<hr/>	
Net current assets			320,165		249,938
			<hr/>		<hr/>
Total net assets			2,049,133		1,816,912
			<hr/> <hr/>		<hr/> <hr/>
Funds					
<i>Unrestricted income funds:</i>					
General	24		855,674		782,722
Designated	25		1,048,361		1,027,545
<i>Restricted income funds</i>	26		145,098		6,645
			<hr/>		<hr/>
Total Charity Funds			2,049,133		1,816,912
			<hr/> <hr/>		<hr/> <hr/>

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

These financial statements were approved and authorised for issue by the Trustees on 26 June 2021 and signed on their behalf by:

Lorna Ogilvie

Lorna Ogilvie
Trustee/Chairman

William A Cant

WA Cant
Trustee/Treasurer

Registered number: SC480530

The notes on pages 21 to 39 form an integral part of these financial statements.

Statement of cash flows
for the year ended 31 March 2021

	2021 £	2021 £	2020 £	2020 £
Cash flows from operating activities (Note 29)		(346,508)		(75,278)
Cash flows from investing activities				
Investment income received	27,015		34,600	
Payments to acquire investments	(11,500)		(7,500)	
Receipts from sale of investments	6,220		6,619	
Movement on cash in investments	(6,760)		681	
Purchase of intangible assets	-		(15,280)	
Purchase of tangible assets	-		(3,876)	
	-----		-----	
Net cash generated from investing activities		14,975		15,244
		-----		-----
Decrease in cash and cash equivalents in the year		(331,533)		(60,034)
Cash and cash equivalents at the beginning of the year		585,638		645,672
		-----		-----
Total cash and cash equivalents at the end of the year		254,105		585,638
		=====		=====
Cash and cash equivalents comprise:				
Cash at bank		254,105		585,638
		=====		=====

Notes to the financial statements for the year ended 31 March 2021

1. Accounting policies

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

Charity status and statutory information

In June 2014, the registered charity formed *The Royal Scottish Country Dance Society*, a company limited by guarantee which on 1 April 2015 acquired the activities, assets, liabilities and commitments of the previous unincorporated association of the same name.

The assets acquired by the charitable company included the office premises at 12 Coates Crescent, Edinburgh which were valued independently and transferred to the charitable company's ownership at that valuation.

The registered office and principal place of business is 12 Coates Crescent, Edinburgh, EH3 7AF.

Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

Going concern

The Trustees are obliged to consider the appropriateness of the going concern assumption when preparing the financial statements. Given that the Covid-19 pandemic has created a degree of uncertainty, the Trustees have assessed its potential impact on the finances and future of the charity. Further disclosure regarding the Trustees' assumptions and decisions taken thus far to mitigate its impact are detailed in the Trustees' Report. Consequently, the Trustees believe that there are no material uncertainties affecting the charity's ability to continue as a going concern and, accordingly, the financial statements are prepared on a going concern basis.

Fund accounting

Funds are classified as either Restricted Funds or Unrestricted Funds, defined as follows:

Restricted Funds are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

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.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Notes to the financial statements *(continued)* *for the year ended 31 March 2021*

1. Accounting policies *(continued)*

Income *(continued)*

Donations are recognised when the charity has evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Entitlement usually arises immediately upon receipt, however, in the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts must be recognised when it is probable that it will be received. This is normally following the granting of confirmation, when the administrator/executor of the estate has communicated in writing both the amount and settlement date and any conditions attached to the legacy are either within the control of the charity or have been met. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Income from government and other grants, whether 'capital' or 'revenue' in nature, are recognised when the charity has unconditional entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Unconditional entitlement will be achieved once any performance or other conditions attached to the grants have been met, or fulfilment of those conditions is wholly within the control of the charity. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the Balance Sheet as deferred income to be released.

Income tax recoverable on Gift Aid donations is recognised when the respective donation has been recognised and the recoverable amount of income tax can be measured reliably; this is normally when the donor has completed the relevant Gift Aid declaration form. Income tax recoverable on Gift Aid donations is allocated to the same fund as the respective donation unless specified by the donor.

Income from charitable activities includes income earned both from the supply of goods or services under contractual arrangements and from performance-related grants which have conditions that specify the provision of particular goods or services to be provided by the charity. Income from charitable activities is recognised as earned (as the related goods or services are provided).

Income from other trading activities includes income earned from both trading activities to raise funds for the charity and income from fundraising events and is recognised when the charity has entitlement to the funds, it is probable that these will be received and the amounts can be measured reliably.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Dividends are recognised when the shareholder's right to receive payment is established, measured at the fair value receivable. Generally, this is upon notification by the investment advisor once the dividend has been declared.

Other income represents income that cannot be reported under the other analysis headings provided within the Statement of Financial Activities and is recognised when the charity is entitled to the income, it is probable that it will be received and the amount can be measured reliably by the charity.

Notes to the financial statements *(continued)* *for the year ended 31 March 2021*

1. Accounting policies *(continued)*

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured or estimated reliably.

Liabilities are measured on recognition at historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date. The exception is that certain financial instruments must be adjusted to their present value; these include financial liabilities where settlement is deferred for more than 12 months after the reporting date.

Expenditure on raising funds includes all expenditure incurred by a charity to raise funds for its charitable purposes. It includes the costs of all fundraising activities and events together with those costs incurred in seeking donations, grants and legacies and investment management costs.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities. The costs of charitable activities presented in the Statement of Financial Activities includes the costs of both direct service provision and the payments of grant awards if applicable.

Other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities and is recognised when it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Support costs are incurred supporting the charity's activities and include expenditure associated with administrative and finance functions, business support, HR, IT and governance. These support functions are shared across the charity's activities and are apportioned across those activities in order to arrive at the full cost for each reported activity. The method of apportionment adopted by the charity are outlined in the notes to the financial statements.

Governance costs (which are included as a component of support costs in accordance with the SORP) comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include those related to constitutional and statutory requirements, external scrutiny (audit or independent examination), strategic management, and other legal and professional fees.

The charity is partially exempt for VAT. A separate expenditure category is included for any VAT which cannot be fully recovered.

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 the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.

Intangible assets

The useful economic life of intangible assets, the charity's website, is reviewed annually. The website is amortised annually on the basis of 33% straight line.

Notes to the financial statements *(continued)* *for the year ended 31 March 2021*

1. Accounting policies *(continued)*

Tangible fixed assets

Tangible fixed assets are measured initially at cost. The charity's property was revalued at 1 April 2015 on the charity becoming a charitable company. The valuation at 1 April 2015 is regarded as the property's deemed cost. The charity has a policy of capitalising individual assets costing more than £1,000. Depreciation is provided at the following rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment - 33% straight line
Land and buildings are not depreciated

The charity's building is not depreciated as it is deemed to have a useful life in excess of 50 years and an estimated residual value which would make any depreciation charged immaterial. The Trustees have assessed the appropriateness of the estimate residual value at the year end and believe that the net book value does not exceed the recoverable amount of the building.

Impairment of Fixed Assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the Balance Sheet date using the closing quoted market value. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Stock

Stock is valued at the lower of cost and estimated net realisable value. Provision is made for slow-moving stock where year-end stock quantities are in excess of three times sales made in the last full year.

Debtors

Debtors are measured at their recoverable amounts, being the amount the charity anticipates it will receive in settlement of the debt (net of any discounts offered and provision against bad debt). Prepayments are valued at the amount prepaid at the reporting date.

Cash and Cash equivalents

Cash at bank and in hand includes all cash equivalents held in the form of short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of economic benefit - generally in the form of a cash payment - to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due. If there is an unconditional right to defer payment for more than 12 months from reporting date then they are presented as non-current liabilities.

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

1. Accounting policies *(continued)*

Deferred income

The charity receives income during the accounting year from Membership subscriptions in furtherance of the charity's objectives. Where such income is deferred, it is accounted for as a liability, shown on the Balance Sheet as deferred income and released to income in the reporting period to which the Membership subscriptions relate.

Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

Operating lease

Rentals payable under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

2. Donations and legacies

	Unrestricted	Designated	Restricted	Total	Unrestricted	Designated	Restricted	Total
	£	£	£	2021	£	£	£	2020
				£				£
Donations	33,238	11,925	10,000	55,163	3,021	4,238	-	7,259
Legacies	-	24,198	127,444	151,642	-	-	-	-
	<u>33,238</u>	<u>36,123</u>	<u>137,444</u>	<u>206,805</u>	<u>3,021</u>	<u>4,238</u>	<u>-</u>	<u>7,259</u>
	=====	=====	=====	=====	=====	=====	=====	=====

3. Other trading activities

	Unrestricted	Designated	Restricted	2021	Unrestricted	Designated	Restricted	2020
	£	£	£	£	£	£	£	£
Advertising	815	-	-	815	3,512	-	-	3,512
	<u>815</u>	<u>-</u>	<u>-</u>	<u>815</u>	<u>3,512</u>	<u>-</u>	<u>-</u>	<u>3,512</u>
	=====	=====	=====	=====	=====	=====	=====	=====

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

4. Income from charitable activities

	Unrestricted £	Designated £	Restricted £	2021 £	Unrestricted £	Designated £	Restricted £	2020 £
Subscriptions								
Membership subscriptions	166,789	-	-	166,789	197,343	-	-	197,343
Generated income								
<i>Educational events and activities</i>								
Summer School	-	-	-	-	388,948	-	-	388,948
Winter School	-	-	-	-	94,233	-	-	94,233
Spring Fling	-	-	-	-	1,745	-	-	1,745
Examinations and training	415	-	-	415	7,096	-	-	7,096
Medal tests	-	-	-	-	2,879	-	-	2,879
Sales of CDs, music and books	9,377	-	-	9,377	63,309	-	-	63,309
Rental income	-	-	-	-	1,008	-	-	1,008
	9,792	-	-	9,792	559,218	-	-	559,218
<i>Information and dancing services</i>								
Autumn gathering	-	-	-	-	16,870	-	-	16,870
Total	176,581	-	-	176,581	773,431	-	-	773,431

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

5. Investment income

	Unrestricted	Designated	Restricted	2021	Unrestricted	Designated	Restricted	2020
	£	£	£	£	£	£	£	£
Income from listed investments	20,296	4,649	123	25,068	24,170	5,450	139	29,759
Interest received	387	-	-	387	2,338	-	-	2,338
Royalties and commission	1,560	-	-	1,560	2,503	-	-	2,503
	<u>22,243</u>	<u>4,649</u>	<u>123</u>	<u>27,015</u>	<u>29,011</u>	<u>5,450</u>	<u>139</u>	<u>34,600</u>

6. Other income

	Unrestricted	Designated	Restricted	2021	Unrestricted	Designated	Restricted	2020
	£	£	£	£	£	£	£	£
Job Retention Scheme grant	-	-	31,820	31,820	-	-	-	-
	<u>-</u>	<u>-</u>	<u>31,820</u>	<u>31,820</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

7. Raising funds

	Unrestricted	Designated	Restricted	2021	Unrestricted	Designated	Restricted	2020
	£	£	£	£	£	£	£	£
Investment management costs	4,810	1,175	28	6,013	5,788	266	28	6,082
	<u>4,810</u>	<u>1,175</u>	<u>28</u>	<u>6,013</u>	<u>5,788</u>	<u>266</u>	<u>28</u>	<u>6,082</u>

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

8. Expenditure on charitable activities

	Unrestricted £	Designated £	Restricted £	2021 £	Unrestricted £	Designated £	Restricted £	2020 £
Activities undertaken directly								
<i>Educational events and activities</i>								
Summer School	-	-	-	-	271,850	11,210	-	283,060
Winter School	-	-	-	-	55,348	-	-	55,348
Spring Fling	4,537	-	-	4,537	-	777	-	777
Examinations and training	-	-	-	-	8,591	-	-	8,591
Medal tests	213	-	-	213	3,191	-	-	3,191
Cost of sales of CDs, music and books	21,461	-	-	21,461	25,100	-	-	25,100
Royalties and commission	5,179	-	-	5,179	5,804	-	-	5,804
	31,390	-	-	31,390	369,884	11,987	-	381,871
<i>Information and dancing services</i>								
Autumn gathering	-	-	-	-	12,433	-	-	12,433
Special events	-	-	-	-	735	6,992	-	7,727
Scottish schools working group	-	-	-	-	3,786	4,000	-	7,786
Magazine	13,867	-	-	13,867	32,262	-	-	32,262
Marketing publicity and communication	555	8,500	-	9,055	4,815	-	-	4,815
Archives	2,823	-	-	2,823	5,244	-	-	5,244
	17,245	8,500	-	25,745	59,275	10,992	-	70,267
Carried forward	48,635	8,500	-	57,135	429,159	22,979	-	452,138

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

8. Expenditure on charitable activities

	Unrestricted £	Designated £	Restricted £	2021 £	Unrestricted £	Designated £	Restricted £	2020 £
Brought forward	48,635	8,500	-	57,135	429,159	22,979	-	452,138
Support costs								
Staff costs (Note 12.1)	184,762	-	31,820	216,582	235,275	-	-	235,275
Property	14,901	-	-	14,901	18,833	-	-	18,833
Insurance	5,896	-	-	5,896	5,716	-	-	5,716
Printing and stationery	892	-	-	892	2,036	-	-	2,036
Postage and telephone	10,006	-	-	10,006	19,881	-	-	19,881
Equipment, software and support	36,920	-	-	36,920	21,300	-	-	21,300
Accounting support	3,987	-	-	3,987	6,660	-	-	6,660
Subscriptions	441	-	-	441	1,733	-	-	1,733
Travel costs	205	-	-	205	1,934	-	-	1,934
Depreciation	-	30,542	-	30,542	-	26,428	-	26,428
Irrecoverable VAT	-	-	-	-	31,649	-	-	31,649
Banking charges	3,075	-	-	3,075	11,555	-	-	11,555
<i>Governance costs:</i>								
Legal fees	13	-	-	13	750	-	-	750
Trustees' indemnity insurance	840	-	-	840	840	-	-	840
Auditor's remuneration	9,000	-	-	9,000	7,505	-	-	7,505
Management Board and Committee meetings	875	-	-	875	15,204	-	-	15,204
	271,813	30,542	31,820	334,175	380,871	26,428	-	407,299
Total expenditure on charitable activities	320,448	39,042	31,820	391,310	810,030	49,407	-	859,437

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

9. Net income/(expenditure) for the year

	2021 £	2020 £
<i>Net income/(expenditure) is stated after charging:</i>		
Depreciation and other amounts written off tangible assets	2,070	1,788
Amortisation and other amounts written off intangible assets	28,472	24,640
Auditor's remuneration:		
Audit fee	9,000	7,505

10. Analysis of charitable expenditure by activity

	Activities undertaken directly £	Support costs £	2021 Total £
2021			
Activity			
Education events and activities	31,390	233,922	261,490
Information and dancing	25,745	100,253	129,820
	<u>57,135</u>	<u>334,175</u>	<u>391,310</u>
	Activities undertaken directly £	Support costs £	2020 Total £
2020			
Activity			
Education events and activities	381,871	285,110	666,981
Information and dancing	70,267	122,189	192,456
	<u>452,138</u>	<u>407,299</u>	<u>859,437</u>

11. Analysis of support costs by charitable activity

	Staff £	Premises £	Office overheads £	Deprecia- tion £	Governance £	2021 Total £
<i>Activity or programme</i>						
Educational activities (70%)	151,607	14,558	38,868	21,379	7,510	233,922
Information and dancing (30%)	64,975	6,239	16,658	9,163	3,218	100,253
	<u>216,582</u>	<u>20,797</u>	<u>55,526</u>	<u>30,542</u>	<u>10,728</u>	<u>334,175</u>
	Staff £	Premises £	Office overheads £	Deprecia- tion £	Governance £	2020 Total £
<i>Activity or programme</i>						
Educational activities (70%)	164,693	17,184	67,724	18,500	17,009	285,110
Information and dancing (30%)	70,582	7,365	29,024	7,928	7,290	122,189
	<u>235,275</u>	<u>24,549</u>	<u>96,748</u>	<u>26,428</u>	<u>24,299</u>	<u>407,299</u>

Support costs are allocated to educational activities and information and dancing services on the basis of staff time spent on each activity.

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

12. Employee information

12.1 Employees

	2021	2020
<i>Number of employees</i>		
The average monthly number of employees (based on head count) during the year was:		
Support staff	7	8
	=====	=====
	2021	2020
	£	£
<i>Employment costs</i>		
Wages and salaries	194,131	204,100
Social security costs	13,500	15,866
Pension costs	8,951	9,746
Recruitment	-	21
Temporary staff	-	5,264
Staff training	-	278
	-----	-----
	216,582	235,275
	=====	=====

There were no employees who received remuneration of over £60,000 in the period.

The Key Management Personnel comprise the Trustees, the Office Manager and the Finance Manager. The total employee benefits of the key management personnel were £78,974 (2020: £70,688).

The total amount paid in relation to staff terminations in the year to 31 March 2021 was £7,106 (2020: £nil).

- 12.2** During the year ended 31 March 2021, the charity made employer contributions totalling £8,951 (2020: £9,746) for eight employees into a qualifying workplace pension scheme administered by NEST.

13. Trustees' remuneration and expenses

Two Trustees were reimbursed expenses of £78 (2020: £nil) for purchases and £nil (2020: Eleven Trustees, £5,408) for attending meetings. See also Note 28

Trustee indemnity insurance was purchased on behalf of all the Trustees at a cost of £840 (2020: £840).

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

14. Intangible fixed assets

	Website costs
	£
<i>Cost</i>	
At 1 April 2020	85,419
Additions	-
Disposals	-
	<hr/>
At 31 March 2021	85,419
	<hr/>
<i>Amortisation</i>	
At 1 April 2020	48,020
Charge for year	28,472
Disposals	-
	<hr/>
At 31 March 2021	76,492
	<hr/>
<i>Net book value</i>	
At 31 March 2021	8,927
	<hr/> <hr/>
At 31 March 2020	37,399
	<hr/> <hr/>

15. Tangible fixed assets

	Land and buildings freehold	Fixtures fittings and equipment	Total
	£	£	£
<i>Cost</i>			
At 1 April 2020	625,000	6,211	631,211
Additions	-	-	-
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2021	625,000	6,211	631,211
	<hr/>	<hr/>	<hr/>
<i>Depreciation</i>			
At 1 April 2020	-	2,048	2,048
Charge in year	-	2,070	2,070
Eliminated on disposal	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2021	-	4,118	4,118
	<hr/>	<hr/>	<hr/>
<i>Net book value</i>			
At 31 March 2021	625,000	2,093	627,093
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 31 March 2020	625,000	4,163	629,163
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

16. Investments

16.1 Fixed asset investments

	Listed investments	Total
	£	£
<i>Fair value (market value)</i>		
At 1 April 2020	900,412	900,412
Additions	11,500	11,500
Disposals	(6,220)	(6,220)
Valuation changes	186,508	186,508
Other movement	748	748
	<hr/>	<hr/>
At 31 March 2021	1,092,948	1,092,948
	<hr/>	<hr/>
<i>Historic cost</i>		
At 31 March 2021	832,284	832,248
	<hr/>	<hr/>
16.2 Analysis of investments		
	2021	2020
	£	£
<i>Market value at year end</i>		
Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes	1,092,157	900,369
Cash held as part of the investment portfolios	791	43
	<hr/>	<hr/>
Total	1,092,948	900,412
	<hr/>	<hr/>
17. Stocks	2021	2020
	£	£
Stocks (CDs, music, books, etc.)	62,467	65,426
Provision for slow-moving stocks	(50,920)	(34,498)
	<hr/>	<hr/>
	11,547	30,928
	<hr/>	<hr/>
18. Debtors	2021	2020
	£	£
Trade debtors	593	1,262
Other debtors	121,104	1,740
Prepayments and accrued income	19,843	11,476
	<hr/>	<hr/>
	141,540	14,478
	<hr/>	<hr/>

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

19. Bank and cash			2021	2020
			£	£
Current accounts			115,297	117,182
Deposit accounts			138,734	468,382
Cash at hand			74	74
			<hr/>	<hr/>
			254,105	585,638
			<hr/> <hr/>	<hr/> <hr/>
20. Creditors: Amounts falling due within one year			2021	2020
			£	£
Trade creditors			20,151	302,412
Other taxes and social security costs			3,771	4,715
Deferred income (see Note 21)			40,002	49,593
Other creditors			1,590	1,978
Accruals			21,513	22,408
			<hr/>	<hr/>
			87,027	381,106
			<hr/> <hr/>	<hr/> <hr/>
21. Deferred income	1 April	Receipts in	Released in	31 March
	2020	year	year	2021
	£	£	£	£
Membership subscriptions	49,628	206,305	(216,416)	39,517
Exams	-	900	(415)	485
Medal tests / DAA	325	-	(325)	-
	<hr/>	<hr/>	<hr/>	<hr/>
	49,593	207,205	(217,156)	40,002
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
22. Financial instruments			2021	2020
			£	£
Carrying amount of financial assets				
Financial assets measured at fair value through Statement of Financial Activities			1,092,948	900,412
			<hr/> <hr/>	<hr/> <hr/>
Financial assets measured at fair value comprise listed investments.				

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

23. Analysis of net assets between funds

Fund balances at 31 March 2021 as represented by:

	Unrestricted £	Designated £	Restricted £	2021 £	Unrestricted £	Designated £	Restricted £	2020 £
Intangible fixed assets	-	8,927	-	8,927	-	37,399	-	37,399
Tangible fixed assets	-	627,093	-	627,093	-	629,163	-	629,163
Investment assets	875,153	212,497	5,298	1,092,948	731,174	164,824	4,414	900,412
Current assets	67,548	199,844	139,800	407,192	432,654	196,159	2,231	631,044
Current liabilities	(87,027)	-	-	(87,027)	(381,106)	-	-	(381,106)
	<u>855,674</u>	<u>1,048,361</u>	<u>145,098</u>	<u>2,049,133</u>	<u>782,722</u>	<u>1,027,545</u>	<u>6,645</u>	<u>1,816,912</u>

24. Unrestricted Funds

	1 April 2020 £	Income £	Expenditure £	Transfers £	Investment gains £	31 March 2021 £
General Fund	782,722	232,877	(325,258)	14,333	151,000	855,674
	<u>782,722</u>	<u>232,877</u>	<u>(325,258)</u>	<u>14,333</u>	<u>151,000</u>	<u>855,674</u>
	1 April 2019 £	Income £	Expenditure £	Transfers £	Investment losses £	31 March 2020 £
General Fund	821,278	803,899	(810,742)	(3,876)	(27,837)	782,722
	<u>821,278</u>	<u>803,899</u>	<u>(810,742)</u>	<u>(3,876)</u>	<u>(27,837)</u>	<u>782,722</u>

Purposes of Unrestricted Funds

General Fund

The General Fund represents the charity's accumulated reserves and encompasses all income and expenditure relating to the charity's primary focus activities other than those for which funding is restricted.

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

25. Unrestricted Designated funds

	1 April 2020 £	Income £	Expenditure £	Transfers £	Investment gains £	31 March 2021 £
Jean Milligan Memorial Fund	172,345	5,014	(1,161)	-	34,145	210,343
Development Fund	186,370	24,198	(8,500)	(20,333)	-	181,735
Designated Assets Fund	666,562	-	(30,542)	-	-	636,020
Aitkenhead Fund	2,268	60	(14)	-	449	2,763
Scottish Schools Initiative	-	11,500	-	6,000	-	17,500
	<u>1,027,545</u>	<u>40,772</u>	<u>(40,217)</u>	<u>(14,333)</u>	<u>34,594</u>	<u>1,048,361</u>
	1 April 2019 £	Income £	Expenditure £	Transfers £	Investment losses £	31 March 2020 £
Jean Milligan Memorial Fund	185,461	8,787	(15,403)	-	(6,500)	172,345
Development Fund	208,649	-	(6,999)	(15,280)	-	186,370
Designated Assets Fund	673,834	-	(26,428)	19,156	-	666,562
Aitkenhead Fund	2,286	901	(843)	-	(76)	2,268
	<u>1,070,230</u>	<u>9,688</u>	<u>(49,673)</u>	<u>3,876</u>	<u>(6,576)</u>	<u>1,027,545</u>

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

Purposes of Designated Funds

Jean Milligan Memorial Fund

The Fund was set up in memory of one of the Society's co-founders and is used at the discretion of the Society to promote the aims of the Society. Disbursements are administered by the Small Grants Panel.

Development Fund

The Fund was set up in order to fund investments and spending designed to promote SCD and music and The Royal Scottish Country Dance Society membership in the long term. It is the policy of the Board that legacies and donations received in the year exceeding £1,000 which have no restrictions on their use are designated to this Fund. £14,333 was transferred from the Development Fund to the General Fund to support the reduction in the annual subscription.

Designated Assets Fund

The Fund represents the net book value of the charity's fixed and intangible assets that are not readily convertible into cash.

Aitkenhead Fund

The Fund was set up during the year ended 31 March 2018 in memory of a previous Chairman of the Society and is used, at the discretion of the Society, to support young people and their families to participate in Scottish Country Dancing events.

Scottish Schools Initiative

The Fund represents money raised by the Society from various charitable bodies to support the Scottish Schools Working Group with our programme with Education Scotland to promote Scottish Country Dancing in all Scottish primary schools. £6,000 was transferred from the Development Fund to support the Scottish Schools Initiative.

26. Restricted funds

	1 April 2020	Income	Expenditure	Transfers	Investment gains	31 March 2021
	£	£	£	£	£	£
The Haynes Fund	-	127,444	-	-	-	127,444
Porter Bequest	6,645	123	(28)	-	914	7,654
Scottish Schools Initiative	-	10,000	-	-	-	10,000
Job Retention scheme	-	31,820	(31,820)	-	-	-
	6,645	169,387	(31,848)	-	914	145,098
	1 April 2019	Income	Expenditure	Transfers	Investment gains	31 March 2020
	£	£	£	£	£	£
Porter Bequest	6,703	139	(28)	-	(169)	6,645

Purposes of Restricted Funds

Porter Bequest

The Porter Bequest is a permanent Endowment Fund from which the generated income provides a restricted scholarship to the Society's Summer School for dancers from the Canadian Maritime Provinces.

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

Purposes of Restricted Funds *(continued)*

The Haynes Fund

The Haynes Fund was set up in the year to 31 March 2021 as a result of a legacy from Mrs Maureen Haynes and represents the continuation of the Derek Haynes Award to support young dancers and musicians to attend Summer School each year, as long as funds permit.

Scottish Schools Initiative

The Fund represents money raised by the Society from a specific charity to support the Scottish Schools Working Group with our programme with Education Scotland to promote Scottish Country Dancing in all Scottish primary schools within a specific time frame.

Job Retention Scheme

Represents furlough funding from UK Government to support salary costs during the Covid-19 pandemic.

27. Financial commitments

At 31 March 2021, the charity had future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than one year	480	480
Later than one year and not later than five years	360	840
	<hr/>	<hr/>
Total commitment	840	1,320
	<hr/> <hr/>	<hr/> <hr/>

28. Related party transactions

During the year, the husband of a Trustee was paid commission fees of £15 (2020: The husband of a Trustee was reimbursed £112 for attendance at a Committee Meeting).

The total amount donated to the Society during the year by Trustees was £545 (2020: £nil).

29. Cash generated from operations

	2021 £	2020 £
Net income/(expenditure)	232,221	(81,299)
(Gains)/losses on investments	(186,508)	34,582
Amortisation of intangible assets	28,472	24,640
Depreciation charge	2,070	1,788
Investment income less investment management fees	(21,002)	(28,518)
(Increase)/decrease in stock	19,380	(3,756)
(Increase)/decrease in debtors	(127,062)	8,126
Decrease in creditors	(294,079)	(30,841)
	<hr/>	<hr/>
	(346,508)	(75,278)
	<hr/> <hr/>	<hr/> <hr/>

30 Analysis of changes in net funds

The charity had no debt during the year.

Notes to the financial statements *(continued)*
for the year ended 31 March 2021

The following pages do not form part of the statutory financial statements:

Appendices

- Appendix 1 Detailed Income statement – All Funds
- Appendix 2 Detailed Income statement – General Fund only
- Appendix 3 General Fund Allocation matrix

Appendix 1 - All Funds
Detailed income statement
for the year ended 31 March 2021

	Restricted				Designated					Unrestricted	Actual
	The Haynes Fund	Porter Bequest	Scottish Schools	Job Retention Scheme	Aitkenhead Fund	Jean Milligan Fund	Fixed Assets Fund	Development Fund	Scottish Schools	2021 General Fund	2021 All Funds
	£	£	£	£	£	£	£	£	£	£	£
Generated income											
Membership subscriptions	-	-	-	-	-	-	-	-	-	166,789	166,789
Legacies	127,444	-	-	-	-	-	-	24,198	-	-	151,642
Donations	-	-	10,000	-	-	425	-	-	11,500	31,681	53,606
Job Retention Scheme Grant	-	-	-	31,820	-	-	-	-	-	-	31,820
Investment income	-	123	-	-	60	4,589	-	-	-	20,683	25,455
Royalties & commissions	-	-	-	-	-	-	-	-	-	(3,619)	(3,619)
	127,444	123	10,000	31,820	60	5,014	-	24,198	11,500	215,534	425,693
Educational events											
Summer School	-	-	-	-	-	-	-	-	-	-	-
Winter School	-	-	-	-	-	-	-	-	-	-	-
Spring Fling	-	-	-	-	-	-	-	-	-	(3,214)	(3,214)
	-	-	-	-	-	-	-	-	-	(3,214)	(3,214)
Educational activities											
Examinations and training	-	-	-	-	-	-	-	-	-	415	415
Medal tests	-	-	-	-	-	-	-	-	-	(213)	(213)
Sales of CDs, music & books	-	-	-	-	-	-	-	-	-	(12,084)	(12,084)
	-	-	-	-	-	-	-	-	-	(11,882)	(11,882)
Information & dancing											
Conference weekend	-	-	-	-	-	-	-	-	-	-	-
Special events, including YS activities	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-

Appendix 1 - All Funds

Detailed income statement *(continued)* for the year ended 31 March 2021

	Restricted				Designated					Unrestricted	Actual
	The Haynes Fund £	Porter Bequest £	Scottish Schools £	Job Retention Scheme £	Aitkenhead Fund £	Jean Milligan Fund £	Fixed Assets Fund £	Development Fund £	Scottish Schools £	2021 General Fund £	2021 All Funds £
Magazine	-	-	-	-	-	-	-	-	-	(13,052)	(13,052)
Marketing, publicity & communications	-	-	-	-	-	-	-	(8,500)	-	(555)	(9,055)
Archives	-	-	-	-	-	-	-	-	-	(2,589)	(2,589)
	-	-	-	-	-	-	-	(8,500)	-	(16,196)	(24,696)
Central costs											
Staff	-	-	-	(31,820)	-	-	-	-	-	(184,762)	(216,582)
Property	-	-	-	-	-	-	-	-	-	(14,901)	(14,901)
Insurance	-	-	-	-	-	-	-	-	-	(5,896)	(5,896)
Printing & stationery	-	-	-	-	-	-	-	-	-	(892)	(892)
Postage & telephone	-	-	-	-	-	-	-	-	-	(10,006)	(10,006)
Equipment, software & support	-	-	-	-	-	-	-	-	-	(36,920)	(36,920)
Accounting support	-	-	-	-	-	-	-	-	-	(3,987)	(3,987)
Depreciation	-	-	-	-	-	-	(30,542)	-	-	-	(30,542)
Miscellaneous	-	-	-	-	-	-	-	-	-	(646)	(646)
Banking charges	-	-	-	-	-	-	-	-	-	(3,075)	(3,075)
	-	-	-	(31,820)	-	-	(30,542)	-	-	(261,085)	(323,447)

Appendix 1 - All Funds

Detailed income statement *(continued)* for the year ended 31 March 2021

	Restricted				Designated					Unrestricted	Actual
	The Haynes Fund £	Porter Bequest £	Scottish Schools £	Job Retention Scheme £	Aitkenhead Fund £	Jean Milligan Fund £	Fixed Assets Fund £	Development Fund £	Scottish Schools £	2021 General Fund £	2021 All Funds £
Governance costs											
Trustees' indemnity insurance	-	-	-	-	-	-	-	-	-	(840)	(840)
Legal and professional	-	-	-	-	-	-	-	-	-	(13)	(13)
Audit	-	-	-	-	-	-	-	-	-	(9,000)	(9,000)
AGM expenses	-	-	-	-	-	-	-	-	-	(450)	(450)
Management Board & FGAP meetings	-	-	-	-	-	-	-	-	-	(425)	(425)
	-	-	-	-	-	-	-	-	-	(10,728)	(10,728)
Investment management costs	-	(28)	-	-	(14)	(1,161)	-	-	-	(4,810)	(6,013)
Net income	127,444	95	10,000	-	46	3,853	(30,542)	15,698	11,500	(92,381)	45,713
Transfers	-	-	-	-	-	-	-	(20,333)	6,000	14,333	-
Net income/(expenditure)	127,444	95	10,000	-	46	3,853	(30,542)	(4,635)	17,500	(78,048)	45,713

Appendix 2 - General Fund only
Detailed income statement
for the year ended 31 March 2021

	Year ended 31 March 2021				Year ended 31 March 2020			
	Income £	Direct costs £	Overhead allocation £	Net result £	Income £	Direct costs £	Overhead allocation £	Net result £
Generated income								
Membership subscriptions	166,789	-	-	166,789	197,343	-	-	197,343
Donations	31,681	-	-	31,681	1,021	-	-	1,021
Miscellaneous	-	-	-	-	1,008	-	-	1,008
Investment income	20,683	-	-	20,683	26,508	-	-	26,508
Royalties & commissions	1,560	(5,179)	-	(3,619)	2,503	(5,804)	-	(3,301)
	220,713	(5,179)	-	215,534	228,383	(5,804)	-	222,579
Educational events								
Summer School	-	-	-	-	388,948	(271,850)	(94,151)	22,946
Winter School	-	-	-	-	94,233	(55,348)	(27,236)	11,650
Spring Fling	1,323	(4,537)	-	(3,214)	1,745	-	(10,152)	(8,407)
	1,323	(4,537)	-	(3,214)	484,926	(327,198)	(131,539)	26,189
Educational activities								
Examinations and training	415	-	-	415	7,096	(6,567)	(37,223)	(36,694)
Medal Tests Accreditation, DAA	-	(213)	-	(213)	2,879	(3,191)	(10,152)	(10,464)
Sales of CDs, music, books and other	9,377	(21,461)	-	(12,084)	63,309	(25,100)	(43,991)	(5,782)
	9,792	(21,674)	-	(11,882)	73,284	(34,858)	(91,366)	(52,940)
Dancing								
Conference weekend	-	-	-	-	16,870	(12,432)	(16,920)	(12,482)
Special events including YS activities	-	-	-	-	-	(736)	(3,384)	(4,120)
	-	-	-	-	16,870	(13,168)	(20,304)	(16,602)
Information								
Magazine and Ezine	815	(13,867)	-	(13,052)	3,512	(32,262)	-	(28,750)
Marketing, publicity & communications	-	(555)	-	(555)	-	(4,815)	-	(4,815)
Scottish Schools Working Group	-	-	-	-	-	(3,786)	-	(3,786)
Archives	234	(2,823)	-	(2,589)	2,000	(5,244)	-	(3,244)
	1,049	(17,245)	-	(16,196)	5,512	(46,107)	-	(40,595)

Appendix 2 - General Fund only (continued)
Detailed income statement (continued)
for the year ended 31 March 2021

	Year ended 31 March 2021			Year ended 31 March 2020				
	Income £	Direct costs £	Overhead allocation £	Net result £	Income £	Direct costs £	Overhead allocation £	Net result £
Central Costs								
Staff	-	(184,762)	-	(184,762)	-	(235,275)	156,458	(78,817)
Property	-	(14,901)	-	(14,901)	-	(18,833)	12,524	(6,309)
Insurance	-	(5,896)	-	(5,896)	-	(5,716)	3,801	(1,915)
Printing & stationery	-	(892)	-	(892)	-	(2,036)	1,354	(682)
Postage & telephone	-	(10,006)	-	(10,006)	-	(19,881)	13,220	(6,661)
Equipment, software & support	-	(36,920)	-	(36,920)	-	(21,299)	14,164	(7,135)
Accounting support	-	(3,987)	-	(3,987)	-	(6,660)	4,429	(2,231)
Miscellaneous	-	(646)	-	(646)	-	(3,667)	2,439	(1,228)
Banking charges	-	(3,075)	-	(3,075)	-	(11,555)	7,684	(3,871)
Irrecoverable VAT	-	-	-	-	-	(13,472)	8,959	(4,513)
Directly attributable	-	-	-	-	-	(18,177)	18,177	-
	-	(261,085)	-	(261,085)	-	(356,571)	243,209	(113,362)
Governance Costs								
Trustees' indemnity insurance	-	(840)	-	(840)	-	(840)	-	(840)
Legal and professional	-	(13)	-	(13)	-	(750)	-	(750)
Audit	-	(9,000)	-	(9,000)	-	(7,505)	-	(7,505)
AGM expenses	-	(450)	-	(450)	-	(6,573)	-	(6,573)
Management Board & FGAP meetings	-	(425)	-	(425)	-	(2,619)	-	(2,619)
E&T meetings	-	-	-	-	-	(5,944)	-	(5,944)
MS meetings	-	-	-	-	-	(850)	-	(850)
YS meetings	-	-	-	-	-	(437)	-	(437)
Annual Away Day/Training	-	-	-	-	-	(806)	-	(806)
		(10,728)		(10,728)		(26,324)		(26,324)
Investment management costs	-	(4,810)	-	(4,810)	-	(5,788)	-	(5,788)
Net income/ (expenditure)	232,877	(325,258)	-	(92,381)	808,975	(815,818)	-	(6,843)

Appendix 3 - General fund
Allocation matrix
for the year ended 31 March 2021

	2021	2020
	Overhead	Overhead
	allocation	allocation
	£	£
Total central costs per Appendix 2	261,085	356,571
Less: Irrecoverable VAT directly attributable to Winter School	-	(18,177)
	<hr/>	<hr/>
Total central costs to be apportioned	261,085	338,394
	<hr/> <hr/>	<hr/> <hr/>
Educational events		
Summer School	0%	25.5%
Winter School	0%	5.0%
Spring Fling	0%	3.0%
	<hr/>	<hr/>
	0%	33.5%
	<hr/> <hr/>	<hr/> <hr/>
Educational activities		
Examinations and training	0%	11.0%
Medal tests	0%	3.0%
Sales of CDs, music and books	0%	13.0%
	<hr/>	<hr/>
	0%	27.0%
	<hr/> <hr/>	<hr/> <hr/>
Information and dancing		
Conference weekend	0%	5.0%
Special events	0%	1.0%
	<hr/>	<hr/>
	0%	6.0%
	<hr/> <hr/>	<hr/> <hr/>
Total allocated as percentage	0%	66.5%
	<hr/> <hr/>	<hr/> <hr/>

Contributions.

The Society usually runs events and activities, which require substantial administrative effort (staff time) and other resources (website / database / accounting). A continually reviewed and refined cost allocation scheme has been in use previously to allocate costs. This was designed to reflect this expenditure and give some indication of the relative contributions from various activities. This approach allowed the Management Board to identify areas where improved returns might be required.

However, as the Society has not organised any events in the past year, the non-statutory Appendices attached to this Report and Accounts do not reflect any allocations of costs. These schedules are attached as appendices 1 to 3 on pages 40 to 46.