Report of the Trustees and

Financial Statements for the Year Ended 31 March 2023

<u>for</u>

Aberdeen City Heritage Trust

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Report of the Trustees for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and activities

During the year the charity aimed to promote and encourage, the conservation, protection and improvement of the historic, architectural and physical environment of Aberdeen for the benefit of the general public.

Additionally, it sought to further the study and understanding of the environment and use the information obtained to educate the general public.

In order to achieve this and other objectives the charity has employed various schemes and initiatives amongst which are the following:

Building Repair and Shopfront Grants

The Trust maintained grant funding for repair of the external shell of traditional buildings, with a focus on geographical priority areas that adjoin and add value to the delivery of Union Street Conservation Area Regeneration Scheme and associated Aberdeen City Centre Masterplan. The grants allocated allow repairs to be carried out to a high standard using traditional materials and techniques.

Community Heritage Grants

The Trust continued to make available opportunities for local community groups to apply for small grants for the purpose of caring for or interpreting local heritage.

Aberdeen Heritage Lectures

The Trust organised and delivered a virtual lecture series of six lectures over February and March of 2023. Given by experts in their field, content focused on providing continuing professional development and celebrating our architectural heritage.

Annual Lecture

Each year the Trust holds an annual lecture to an invited audience of professionals, civic representatives and members of the public. A virtual lecture was provided in November 2022.

Property Maintenance/ Energy Efficiency

The Trust organised a maintenance walk in March 2023 to promote the need for maintenance activity and to highlight the part that on-going maintenance plays in buildings performing efficiently.

Website and social media

The Trust's website provides electronic access to information related to its core activities. A facility allowing preapplication screening via the Trust website allows efficient processing of initial enquiries to the Trust. The Trust maintained a social media presence and received support from a student volunteer from University of Aberdeen.

Exhibitions and Presentations

The Trust planned a Granite Oral History Exhibition which is to start in Aberdeen Art Gallery in November 2023.

Report of the Trustees for the Year Ended 31 March 2023

ACHIEVEMENT AND PERFORMANCE

Achievements and performance

Building Repair Grants

Building grant projects supported by the Trust were commenced or completed including:

- 46-52 Schoolhill, where comprehensive repairs were undertaken bringing this important and visually prominent B listed building by Alexander Marshall Mackenzie back into a fully repaired state.
- Works to repair a cloister corridor at St John the Evangelist Church were completed including specially imported zinc cames.
- Completion of window repair and other works at 11 Marischal Street and window repairs and reinstatement at 48 Skene Terrace and 13 Crown Terrace.
- Work commenced on urgent roofing repairs at 9 Dee Place.

2023 saw a number of preapplications and applications approved, some of which have been carried over into period 2023/24. This reflects the continuing need for substantive repairs to traditional building stock in the city centre.

Community Heritage Grants

Trust supported interpretation work was carried out at the so called "Shakkin Briggie" suspension bridge which was officially opened in December 2022.

Annual Lecture and Aberdeen Heritage Lectures

The Trust continued to operate in the virtual environment and delivered an annual lecture by William Aslet on James Gibb, Forgotten Son of Aberdeen.

Aberdeen Heritage Lectures were offered on maintenance of historic buildings, digital recording of buildings, climate change, historic kirkyards, the work of the National Trust at Crathes Castle and Birse Community Trust's Bucket Mill. These six charged-for events attracted a virtual attendance of 153.

Institute of Historic Building Annual School June 2022

The Trust chaired on the organisation of this UK wide annual school attended by 100 delegates in person and 150 on-line, allowing the Trust, the City and the Shire to showcase the important building conservation and regeneration work that takes place in North-East Scotland.

Funding Bids

The Trust successfully bid for funding from Historic Environment Scotland for the period April 2023 to March 2026.

FINANCIAL REVIEW

Financial review

The net incoming resources for the year, amounting to £9,850 (2022- £522) have been dealt with as shown in the Statement of Financial Activities. The Trust was financially supported by Historic Environment Scotland in 2022/23.

The Trust works closely with Aberdeen City Council which offered support in kind through accommodation of the Trust Project Officer and the provision of limited clerical services. The City Council also supported a portion of the Trust's Project Officer's salary costs.

The majority of funding made available to the Trust is for the purpose of making financial awards for the repair and restoration of historic buildings.

Reserves policy

The nature of day-to-day operations and the restricted nature of funding for grants received means there is neither a surplus nor a deficit from these activities. The surplus at the end of the year is a result of additional unrestricted donations, charges for lecture attendance and interest received amounting to a reserve fund approximating to six months operational costs, to be used ultimately for charitable purposes.

Report of the Trustees for the Year Ended 31 March 2023

FUTURE PLANS

Review of City Heritage Trusts

Historic Environment Scotland started a review of all City Heritage Trusts, Edinburgh World Heritage and Perth City Fund, the outcome of which should be known in early 2024.

Funding Bids

The Trust successfully bid for funding from Historic Environment Scotland for the period 2023/24, 2024/25 and 2025/26. The Trust has started exploring and pursuing other sources of funding and is looking to diversify its income streams.

Activities

The Trust's priorities and activities for the period April 2023- March 2026 reflect a need for and continuing interest in its Building Repair and Community Heritage Grants.

The Trust will develop traditional building and heritage networks in North East Scotland in 2023 with a view to better regional collaboration and promoting entry points to traditional craft skills required for repairing traditionally constructed buildings. The Trust will continue to operate in a blended mix of virtual and in-person activity in the coming period.

Granite Oral History materials will be exhibited in Aberdeen Art Gallery in late 2023.

The Trust will deliver its Annual Lecture in December 2023 and Aberdeen Heritage Lecture series in early 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Aberdeen City Heritage Trust is a company limited by guarantee (company number SC271933) and recognised as a charity by the Office of the Scottish Charity Regulator (charity number: SC036391). The charitable company is governed by its Memorandum and Articles of Association.

Recruitment and appointment of new trustees

The powers for appointment and removal of directors are set out in the company's Memorandum and Articles of Association.

The founding members have the power to appoint directors. The founding members are from Aberdeen City Council, the University of Aberdeen, the Robert Gordon University, Aberdeen & Grampian Chamber of Commerce, Architectural Heritage Society of Scotland and Aberdeen Civic Society.

It is the Charity's policy to seek to appoint directors who have a specific interest in its objectives or whose skills can complement those already in place.

The positions of Chair and Vice Chair are elected by the Board.

Organisational structure

A board of nine trustees, which normally meets five times a year, administers the charity. There is a sub-committee covering grant allocation within agreed delegated limits. A Project Officer is appointed by the directors to manage the day to day operations of the charity.

Induction and training of new trustees

Directors are appointed under the Company's Articles and Memorandum. Newly appointed directors are introduced to the workings of the board through a meeting with the Trust Project Officer prior to their first meeting.

Regular training on directors' responsibilities and other relevant specialist training is provided as a component part of board meetings.

Risk management

The directors monitor the major risks to which the company is exposed, in particular those related to the operations and finance of the company and are satisfied that systems are in place to manage the exposure to major risks.

Report of the Trustees for the Year Ended 31 March 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC271933 (Scotland)

Registered Charity number

SC036391

Registered office

14 Carden Place Aberdeen AB10 1UR

Trustees

A J Booth

Councillor B Crockett (appointed 8.9.22)

Councillor B Crockett (resigned 5.5.22)

J G Rov

Councillor J A Stewart (resigned 5.5.22)

Councillor C N MacGregor (resigned 5.5.22)

C S Wilson Chair

A Watson (resigned 11.6.22)

Councillor A Mackenzie (resigned 5.5.22)

F D Fairlie

D F Pinto

Councillor I G Yuill (appointed 29.6.22) (resigned 28.6.23)

Councillor J A Stewart (appointed 9.2.23)

Councillor D Bouse (appointed 28.6.23)

Councillor C N MacGregor (appointed 29.6.22)

Company Secretary

Mackinnons

Independent Examiner

Bird Simpson & Co Chartered Accountants 144 Nethergate Dundee DD1 4EB

Solicitors

Mackinnons 14 Carden Place Aberdeen AB10 1UR

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Aberdeen City Heritage Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Report of the Trustees for the Year Ended 31 March 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- as far as we are aware, there is no relevant information of which the company's independent examiner is unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

Approved by order of the board of trustees on 22 November 2023 and signed on its behalf by:

C S Wilson - Trustee

Independent Examiner's Report to the Trustees of Aberdeen City Heritage Trust

I report on the accounts for the year ended 31 March 2023 set out on pages seven to thirteen.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Neil S Young

The Institute of Chartered Accountants of Scotland

Neil Young

Bird Simpson & Co Chartered Accountants 144 Nethergate Dundee DD1 4EB

Date: 12/12/23

Statement of Financial Activities for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	31.3.23 Total funds	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies		3,461	-	3,461	18
Charitable activities Preservation of historic buildings		70,513	159,090	229,603	288,405
Investment income	2	8,673	<u>-</u>	8,673	503
Total		82,647	159,090	241,737	288,926
EXPENDITURE ON Charitable activities					
Preservation of historic buildings		72,797	159,090	231,887	288,404
NET INCOME		9,850	-	9,850	522
RECONCILIATION OF FUNDS Total funds brought forward		46,388	-	46,388	45,866
TOTAL FUNDS CARRIED FORWARD		56,238		56,238	46,388

Balance Sheet 31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	31.3.23 Total funds £	31.3.22 Total funds £
CURRENT ASSETS Debtors	5	163	174,096	174,259	159,478
Cash at bank	3	125,785	295,816	421,601	430,876
		125,948	469,912	595,860	590,354
CREDITORS Amounts falling due within one year	6	(69,710)	(469,912)	(539,622)	(543,966)
NET CURRENT ASSETS		56,238		56,238	46,388
TOTAL ASSETS LESS CURRENT LIABILITIES		56,238	-	56,238	46,388
NET ASSETS/(LIABILITIES)		56,238	-	56,238	46,388
FUNDS Unrestricted funds	7			56 220	46 200
Ourestricted fullds				56,238	46,388
TOTAL FUNDS				56,238 ======	46,388

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 22 November 2023 and were signed on its behalf by:

C S Wilson - Trustee

Notes to the Financial Statements for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Given the successful funding application to Historic Environment Scotland for the period to 2026, the trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Income

Income derived from grant funding from various bodies is included in incoming resources when these are receivable except when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income. In these instances the income is deferred and not included in incoming resources until the pre-conditions for use have been met. Certain expenditure is met by previously generated surpluses and in those instances no revenue is recognised.

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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Grants

Grants of a revenue nature are credited to the Statement of Financial Activities so as to match them with the expenditure to which they relate.

2. INVESTMENT INCOME

Deposit account interest $\begin{array}{ccc} 31.3.23 & 31.3.22 \\ \pounds & \pounds \\ 8,673 & 503 \end{array}$

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

3. TRUSTEES' REMUNERATION AND BENEFITS

The trustees received no remuneration during the year. The Trust paid £539 (2022 - £538) towards trustee indemnity insurance for the directors and officers.

Trustees' expenses

5.

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

•	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	18	-	18
Charitable activities			
Preservation of historic buildings	70,746	217,659	288,405
Investment income	503		503
Total	. 71,267	217,659	288,926
EXPENDITURE ON			
Charitable activities			
Preservation of historic buildings	70,745	217,659	288,404
NET INCOME	522	-	522
RECONCILIATION OF FUNDS			
Total funds brought forward	45,866	-	45,866
TOTAL SUBJECT OF THE POPULAR	46.200		46.000
TOTAL FUNDS CARRIED FORWARD	46,388	====	46,388
DEBTORS: AMOUNTS FALLING DUE WITHIN ONE Y	TEAR		
		31.3.23 £	31.3.22 £
Prepayments and accrued income		174,259	159,478

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

6.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE	YEAR		
•			31.3.23	31.3.22
			£	£
	Trade creditors		2,029	56,995
	Accrued expenses		70,018	70,014
	Capital grant deferred income		467,575	416,957
			539,622	543,966
			=====	====
_	MOVEMENT IN EVINDS			
7.	MOVEMENT IN FUNDS		Net	
			movement	At
		At 1.4.22	in funds	31.3.23
		£ 1.4.22	£	£
	Unrestricted funds	~	~	~
	General fund	46,388	9,850	56,238
	General fund	10,500	2,020	30,230
	TOTAL FINIDO	46 299	0.850	56 229
	TOTAL FUNDS	46,388	9,850	56,238
			•	
	Net movement in funds, included in the above are as follows:			
		Incoming	Resources	Movement
		resources	expended	in funds
		£	£	£
	Unrestricted funds			
	General fund	82,647	(72,797)	9,850
		·	, , ,	•
	Restricted funds	150.000	(150,000)	
į	Capital grant fund	159,090	(159,090)	-
	TOTAL FUNDS	241,737	$\frac{(231,887)}{}$	9,850
	Comparatives for movement in funds			
	•		37 .	
			Net	A 4
		4.1.4.21	movement	At
		At 1.4.21	in funds	31.3.22
	Thusatulated funda	£	£	£
	Unrestricted funds General fund	45,866	522	46,388
	General fullu	45,000	344	0,000
	TOTAL PURPO	46.066		46.300
	TOTAL FUNDS	45,866	<u>522</u>	46,388

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

7. MOVEMENT IN FUNDS - continued

TOTAL FUNDS

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	71,267	(70,745)	522
Restricted funds			
Capital grant fund	217,659	(217,659)	-
			
TOTAL FUNDS	288,926 =====	(288,404)	522
A current year 12 months and prior year 12 months comb	ined position is as follows	:	
·		Net	
		movement	At
	At 1.4.21	in funds	31.3.23
	£	£	£
Unrestricted funds			
General fund	45,866	10,372	56,238

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

45,866

10,372

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	153,914	(143,542)	10,372
Restricted funds Capital grant fund	376,749	(376,749)	-
TOTAL FUNDS	530,663	(520,291)	10,372

56,238

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

8. RELATED PARTY DISCLOSURES

Throughout the year the Trust was controlled by the directors.

During the year Aberdeen City Council, a related party due to four directors also being councillors, recharged expenses incurred on behalf of the Trust amounting to £58,292 (2022 - £55,315).

9. RESTRICTED FUND

The Trust is contractually obliged to deliver funding received from Historic Environment Scotland in accordance with certain specified purposes which may not be varied without its consent. This funding is held in the restricted fund

Detailed Statement of Financial Activities for the Year Ended 31 March 2023		
	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations Other income	1,177 2,284	18
	3,461	18
Investment income	0.5=0	
Deposit account interest	8,673	503
Charitable activities Grants	229,603	288,405
Total incoming resources	241,737	288,926
EXPENDITURE		
Charitable activities		
Project officer Insurance	58,292 539	55,315
Printing, post and stationery	664	538 403
Sundries	63	163
Website and design	177	85
Travel and subsistence	56	128
Consultancy	414	-
Exhibitions and events Capital grant expenditure	227 159,090	217.650
Capital grant expenditure	 _	217,659
	219,522	274,291
Support costs		
Governance costs		
Accountancy fees	3,468	3,120
Independent examination	2,160	2,100
Legal expenses	6,737	8,893
	12,365	14,113
Total resources expended	231,887	288,404
Net income	9,850	522