

**Ayrshire** *Archaeological and Natural History Society*

**SCOTTISH CHARITY NO. SC044758**

**ANNUAL REPORT & FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JANUARY 2020**



# AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

## TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 JANUARY 2020

The Trustees have pleasure in presenting their Report for the year ended 31st January 2020.

### 1. Trustees

Chair/President  
Secretary  
Treasurer

Mr Rob Close  
Mr Denis Rattenbury<sup>1</sup>  
Mr Ian Holland

Note: <sup>1</sup> The Secretary also serves as the Publications Convenor

### 2. Contact and Address

c/o Ian Holland, 41 East Park Road, Ayr, KA8 9JF

### 3. Constitution

The Society is a Scottish Charity Number SC044758 and is governed by the constitution last revised and adopted at the Extraordinary General Meeting held on Thursday 9 October 2014.

### 4. Objectives

The Society's objectives are to promote an interest in heritage, culture and environment particularly of and within Ayrshire by:

- encouraging the study of these subjects and stimulating research
- holding regular meetings and organising excursions
- promoting the conservation of the heritage of Ayrshire
- publishing regularly material related to these objectives
- co-operating with any other organisation(s) as may be appropriate

### 5. Management

The Management Committee, who hold regular meetings, are responsible for the strategic direction and governance of the Society. They generally control the activities of the Society and have a general responsibility to safeguard the assets of the Society.

Members of the Management Committee are elected at the Annual General Meeting each year and a member can serve for a maximum period of three years before standing for re-election.

### 6. The Management Committee

The Committee currently comprises the Trustees and the following elected members:

Vice President	Mr Angus Rodger
Minutes Secretary	Mrs Katherine Scott
Excursions Convenor	Mrs Sandra Carolan
Lectures Secretary	Mr Billy Young <sup>2</sup>
Publications Committee <sup>1</sup>	Messrs Dane Love <sup>3</sup> and Alastair Weir <sup>3</sup>
Ordinary Members <sup>2</sup>	Mrs Sheena Andrew, Miss Anne Milligan

Note: <sup>2</sup> The Lecture Secretary also serves on the Publications Committee

<sup>3</sup> The indicated members of the Publications Committee also serve as Ordinary Members

At the Management Committee on 19 March 2019 Mr Ian Riggins, who had been unable to attend for a considerable period, was removed from the Committee.

# AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

## TRUSTEES' ANNUAL REPORT (continued) FOR THE YEAR ENDED 31 JANUARY 2020

### 7. **Activities**

In order to achieve the Society's aims, relevant lectures are held over the winter season, relevant excursions are held over the summer season and monographs are produced on relevant subjects. The latter are free to our members. The lectures and excursions are open to members of the public.

Monographs on topics relevant to Ayrshire are published at a rate of one minimum per year and are free to members.

"Ayrshire Notes" are published twice yearly in conjunction with Ayrshire Federation of Historical Societies and are free to members.

### 8. **Achievements and Performance**

The membership continues to be steady with new members coming in to replace those we have lost. The loss is mainly due to the inability of the members to attend the meetings. In general, the slight drop in membership, is not greatly concerning as some memberships come in late.

We are receiving a positive response regarding the subject matters of the lectures, the standard of our publications and also the venues of the excursions.

We are now advertising through the Scottish Local History Forum and through Nielsen, our ISBN contact. And our publication sales have increased.

We have continued to scan a number of our older out-of-print monographs and collections and have up-loaded them to our new web-site. Likewise, we have up-loaded some of our Ayrshire Notes. This will make them more readily available to the general public. There has been an increase in interest and this has resulted in more sales of our available publications.

We have now a Facebook site which holds up-to-date information for our members and other interested parties.

### 9. **Financial Review**

The main sources of our funding are from memberships and from sales of publications.

The payments exceeded the Receipts in the year by £285, decreasing our total fund balance to £14,150. This was due to the slight drop in memberships and to the more expensive (larger) monograph publication.

We have a commitment to reducing where possible our expenditure. As such we are moving to more use of emails and to Facebook. We also continue to save by handing out our communications at meetings or by hand delivering them. This amounted to around £364 this year.

We at present operate only a current account with the Clydesdale Bank as the interest is so minimal. Should this improve the Treasurer will be looking to find a suitable bank or the like with which to create a new deposit account.

# AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

## TRUSTEES' ANNUAL REPORT (continued) FOR THE YEAR ENDED 31 JANUARY 2020

### 10. Reserves Policy

The Management Committee's policy is to maintain reserves at a level which will allow the Society to take advantage of any opportunities which may arise from time to time.

The Management Committee is keen to publish monographs relevant to Ayrshire but occasionally there is the potential to publish a series of related monographs into a larger publication. We have in hand the potential publication of an archaeological investigation. Previously we published a similar article in an A4 layout and we would like to do the same here. This would be instead of our normal A5 publications. We also have a number of potential monographs which are progressing towards publication stage.

### 11. Plans for Future Periods

The Society's is continuing to update its new website and are committed to keeping the Facebook up to date and interesting. The numbers accessing our sites have increased and we have had new members through this access. We have also increased our local advertising.

We have found recently that academics are now approaching us to publish their articles though our system which means that we are being seen as the publishers of up-to-date and reliable articles.

The Committee also intend to attempt to reach a wider field of interest for our publications.

Approved by the Trustees on 19 March 2020 and signed on their behalf by:



Rob Close  
Chair/President



# **AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY**

## **INDEPENDENT EXAMINER'S REPORT**

**to the Trustees of Ayrshire Archaeological and Natural History Society  
FOR THE YEAR ENDED 31 JANUARY 2020**

I report on the accounts of the Society for the year ended 31st January 2020, which are set out on pages 5 to 7.

### **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 Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 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 Statement**

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

### **Independent Examiner's Statement**

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Andrew P Templeton**

**Andrew Templeton**

**20** April 2020

# AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

## STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 JANUARY 2020

		Unrestricted Funds	
	Notes	2020 £	2019 £
<b>Receipts</b>			
Voluntary Receipts:			
Donations		96	328
Socials		420	360
Receipts from Charitable Activities:			
Publication Sales		824	659
Memberships		2,470	2,664
Excursions		1,292	919
Gift Aid		478	485
<b>Total Receipts</b>		<b>5,580</b>	<b>5,415</b>
<b>Payments</b>			
Cost of Charitable Activities	3	5,533	3,770
Social Events		332	200
Governance Costs	4	0	0
<b>Total Payments</b>		<b>5,865</b>	<b>3,970</b>
<b>Surplus / (Deficit) for the Year</b>		<b>(285)</b>	<b>1,445</b>

# AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

## STATEMENT OF BALANCES AT 31 JANUARY 2020

	Unrestricted Funds	
	2020	2019
	£	£
<b>Funds Reconciliation</b>		
Bank Balances at 31 January 2019	14,432	12,987
Surplus / (Deficit) for the Year	(285)	1,445
<b>Balances at 31 January 2020</b>	<b>14,147</b>	<b>14,432</b>
 <b>Bank Balances</b>		
Current Account	14,147	14,473
Less cheques not cashed		(41)
	<b>14,147</b>	<b>14,432</b>
 <b>Other Assets</b>		
Nominal Value of Books, Maps and Tubes	<b>3</b>	<b>3</b>

### Liabilities

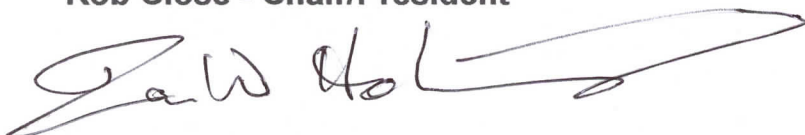
All liabilities were settled by the year end

The notes on page 7 form an integral part of these accounts.

Approved by the Trustees on ... <sup>19</sup> March 2020 and signed on their behalf by:



**Rob Close - Chair/President**



**Ian Holland - Treasurer**

# AYRSHIRE ARCHAEOLOGICAL AND NATURAL HISTORY SOCIETY

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JANUARY 2020

### 1. Basis of Accounting

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

### 2. Nature and purpose of funds

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

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

In the Trustees' opinion all funds are unrestricted.

### 3. Cost of Charitable Activities

	2020 £	2019 £
Excursions	1,325	1,043
Printing, postage & stationery	2,959	1,635
Hire of Hall/Room	466	539
Lectures	453	311
Subscriptions	150	202
Miscellaneous Expenses	180	40
	<hr/> 5,533 <hr/>	<hr/> 3,770 <hr/>

### 4. Governance Costs

No charge has been made by the Independent Examiner.