Company Registration No. SC240119

BUCHAN DEVELOPMENT PARTNERSHIP

TRUSTEES' REPORT AND UNAUDITED ACCOUNTS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees Mr Norman Burnett

Mrs Norma Thomson

Ms L C Bolger

Secretary Mrs Maureen Stephen

Charity number SC034008

Company number SC240119

Registered office and principal address Aberdeenshire Area Office

Nethermuir Road

Maud

PETERHEAD AB42 4ND United Kingdom

Independent examiner James Porter CA

Johnston Carmichael LLP

Axis Business Centre

Thainstone INVERURIE AB51 5TB

CONTENTS

Trustees' report	Page 1 - 4
Independent examiners' report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 - 15

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2016

The directors (who are also the trustees of the company for the purposes of charity law) present their report and accounts for the year ended 31 March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's aims and objectives, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective from 1 January 2015).

Structure, governance and management

The charity is a company limited by guarantee as defined by the Companies Act 2006. The Companies number is SC240119 and the charity number SC034008. The registered office and principal address is:

Aberdeenshire Area Office Nethermuir Road Maud PETERHEAD AB42 4ND United Kingdom

Membership of the company is open to representatives of any organisation, public, private or voluntary that shares and practices the objectives of the organisation within the Aberdeenshire area and any individual that lives within the Aberdeenshire area.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Mr Norman Burnett Mrs Norma Thomson Ms L C Bolger

Any member wishing to be considered for appointment as a trustee at an AGM shall lodge with the company a written notice of their willingness to be appointed at least 7 working days prior to the AGM.

The trustees may at any time appoint any member (providing he/she is willing to act) to be a trustee either to fill a vacancy or as an additional director. Trustees are provided training as they join the board.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Related Party

Buchan Development Partnership deals with several related parties, and their relationship to the partnership is detailed in the charities achievements section of this report. The partnership has a trading subsidiary Buchan Development Initiative Limited.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to these risks.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Objectives and activities

- 1. To relieve poverty among the inhabitants of the operating area.
- 2. To advance education among the inhabitants of the operating area, particularly young people and the unemployed.
- 3. To promote and/or provide training in skills of all kinds, particularly such skills as will assist inhabitants of the operating area in obtaining paid employment.
- 4. To promote, establish and operate other schemes of a charitable nature for the benefit of the community within the operating area.

By:

- 1. Provision of services that help community groups, social enterprises and individuals progress their economic, social and environmental development through:
 - Providing an information and advice resource for project development, (online toolbox http://www.bdp.scot/toolkit, day to day organisational and developmental support for community groups).
 - Facilitating participative planning/consultation events (Planning for Real ®).
 - Managing a Small Grant Fund to enable community groups to progress their projects.
- 2. Encouraging a networking environment that represents the Buchan area by:
 - Facilitating networking opportunities (quarterly forums, fact finding visits).
 - Holding training and workshop sessions.
 - Production and distribution of a free magazine three times a year the Buchan Bulletin.
- 3. Creating more effective links between outside agencies and the communities of Buchan by:
 - Promoting and working with the Local Community Planning Partners and communities to involve both in the planning of local services in the Buchan community.
 - Membership of ARPF (Aberdeenshire Rural Partnership Federation) lobbying Scottish Government, Aberdeenshire Council and other agencies.
 - Contributing to the Mintlaw and Peterhead Learning Communities Partnership
 - Holding regular forums to create opportunities for agencies to consult communities and for the Partnership to promote its work.

The Company's aims are:

- 1. to advance citizenship and community development, including rural regeneration, environmental protection and improvement.
- 2. sustain and enhance a support service for communities and empower them to find solutions to the various issues they face.
- 3. involving communities in a meaningful way in the planning and delivery of services.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Charitable activities

'Identification and implementation of community economic, social and environmental projects leading to increased vibrancy in the community.'

Buchan Development Partnership is an independent, community-led initiative working with communities across Buchan. Based in the village of Maud, we help groups keep their essential community facilities running and tackle some of the pressing economic, social and environmental issues they face.

Buchan Development Partnership's mission is to empower communities so that they are better equipped to address and respond to challenges by offering a helping hand and guidance.

It facilitates community consultation throughout Buchan leading to the development of action plans.

The volunteer support group is working with our directors and staff to develop a plan with clear ways to reach the partnership objectives and produce a development plan. They are planning for succession and are developing more opportunities to share, pass on skills and knowledge.

Work with Business Partners

Shell financially support the BDP Bulletin, forums and partnership events with Modo at Aden Country Park. BDP is a key stakeholder and has opportunities to contribute to Shell's social performance and social investment programmes. BDP administer Shell Small Grants for their corporate partner.

The partnership with Shell, BDP and Modo successfully scooped the Arts and Business Placemaking Award for Adeneen, a project from Aden Country Park. It was presented to a partnership that had strategically shaped the cultural activities in a particular geographical area, has contributed to an increase in cultural tourism in that defined area and used the power of culture to engage with the people in the wider community.

In an effort to become more self-sustaining the Development Officer has also carried out grant assessment work for SITA Trust and community support work for Fetterangus Community Association during 2015/16, earning income to further support the work of BDP.

Achievements and performance

The impact of austerity is beginning to impact on our local communities as they are being expected to take on more. We are beginning to see more interest in community asset transfers with several communities considering taking on assets.

Once again BDP helped administer and publicise the Buchan Area Committee Area Initiatives Scheme. We continue to be struck by a great deal of community activity. Many of the applications related to projects addressing priorities and issues highlighted in the community plan and action plans.

BDP Performance:

- We have supported over 38 community projects on governance, funding planning management and consultation.
- 25 individuals have found paid work as a result of volunteering on a project.
- 18,000 volunteer hours were recorded on community projects
- 80 projects received recycled furniture donated by corporate partners
- Secured £57,021 for our own projects from external funders
- Aden project attracted £52,365 for the delivery of events
- Helped community projects secure £227,885
- A further £277,000 of community applications are pending

Area Committee Grants

The 2015 Area committee grants scheme funded fourteen projects across Buchan. The scheme supported community facilities as well as Older People's Driver Training, pathways, play park renovation, marketing and equipment. Projects had to ensure wide community benefit for the residents in Buchan. Many of the applications related to projects addressing local priorities and issues highlighted in the community plan. Community facilities were a strong contender for local funding as many struggle to meet maintenance costs.

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Buchan Development Initiative (BDI)

The Trading Arm of the partnership operates the caravan and camping facility at Aden Country Park. It has a long term goal to have the business operate profitably, with investment in the business being generated from retained earnings and further reserves being transferred back to BDP to support the work in the community. It has established a website specifically for Aden with marketing messages, online booking and payment and links to all related sites such as Visit Scotland so that online searches are directed to the site effectively. However the caravan and camping park needs considerable investment to retain its 4* rating. We envisage considerable work will be required over the next three years to retain its long term success and sustainability.

Principal funding sources:

Our largest source of income was from Aberdeenshire Council

The key aspects of our funding are indicated below:
Service Level Agreement with Aberdeenshire Council
A small sustainability grant for Making the most of Aden
Income from the business arm (Aden caravan and camping)
Funding for events
Income Shell UK
Assessment work carried out by the Development officer for SITA Trust
Internal and external funders to support partnership work.

Financial review

Reserves Policy

It is the aim of the charity to retain sufficient funds to represent at least 3 months running costs.

The charity during the year made an unrestricted surplus of £48 (2015: £13,977). The decrease in income has reduced the amount that was available to be spent on community projects and grants. The unrestricted reserves are £116,133 (2015: £116,085). Restricted reserves are £4,364 (2015: 9,230).

Conclusion

On a positive note our focus has been on support where it is most needed. We have concentrated our efforts on improving resources and offering hands on support to community groups who want to make a difference in their local areas. We are grateful to the support group and volunteer directors who give up their time to support the organisation. We are fortunate we collaborate and work with resilient communities who believe in what is possible.

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

On behalf of the board of trustees

Mrs Norma Thomson

Trustee

Dated: 29 August 2016

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BUCHAN DEVELOPMENT PARTNERSHIP

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 6 to 15.

This report is made to the charity's board of trustees, as a body, in accordance with the terms of engagement. My work has been undertaken to enable me to undertake an independent examination of the charity's accounts on behalf of the charity's board of trustees and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's board of trustees as a body, for my work or for this report.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) 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 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 independent examiner's report

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

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- (a) 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
 - (ii) to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;

have not been met; or

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

James Porter CA
For and on behalf of

Johnston Carmichael LLP Axis Business Centre Thainstone INVERURIE AB51 5TB

Dated: 29 August 2016

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

		Unrestricted	Restricted	Total	Total
		funds	funds	2016	2015
	Notes	£	£	£	£
Income and endowments from					
Donations and legacies	2	47,469	48,711	96,180	100,585
Other trading activities	3	18,911	-	18,911	23,631
Investments	4	100		100	5,086
Total income and endowments		66,480	48,711	115,191	129,302
Expenditure on	5				
Charitable activities		66,432	53,576	120,008	113,739
Total expenditure		66,432	53,576	120,008	113,739
Net income/(expenditure)/				\	
Net movement in funds		48	(4,865)	(4,817)	15,563
Reconciliation of Funds					
Total Funds brought forward		116,085	9,229	125,314	109,751
Total Funds carried forward		116,133	4,364	120,497	125,314

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

BUCHAN DEVELOPMENT PARTNERSHIP (A COMPANY LIMITED BY GUARANTEE) BALANCE SHEET

AS AT 31 MARCH 2016

	U	nrestricted Funds	Restricted Funds	Total Funds	Prior Year
	Notes	£	£	£	£
Fixed assets					
Tangible assets Investments	9 10	989	-	989	1,319
investments	10	100		100	100
		1,089		1,089	1,419
Current assets					
Cash at bank and in hand		95,362	5,671	101,033	110,650
Debtors	11	21,105	-	21,105	15,418
Total current assets		116,467	4,921	122,138	126,068
Creditors: amounts falling due within one year	12	(1,423)	(1,307)	(2,730)	(2,173)
Net current assets		115,044	4,364	118,866	123,895
Total assets less current liabilities		116,133	4,364	120,497	125,314
The funds of the charity:					
Restricted income funds	13	=	4,364	4,364	9,229
Unrestricted income funds		116,133	-	116,133	116,085
Total charity funds		116,133	4,364	120,497	125,314

For the financial year ended 31 May 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective January 2015).

The accounts were approved by the Board on 29 August 2016

Mrs Norma Thomson

Director

Company Registration No. SC240119

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective from 1 January 2015), the Financial Reporting Standard for Smaller Entities (FRSSE 2015), the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

The charity has availed itself of s396 of the Companies Act 2006, as permitted in paragraph 4(1) of Schedule 1 of SI 2008 No 409, and adapted the Companies Act formats to reflect the special nature of the charity's activities.

1.2 Income

All incoming is included in full in the Statement of Financial Activities in the year in which the charity is legally entitled to the income, after any performance conditions have been met, and the amount can be measured reliably and it is probable that the income will be received. No amounts are included in the accounts for services donated by volunteers as the value of the contributions cannot be reasonably quantified in financial terms.

For donations to be recognised, the charity will have been notified of the amounts and the settlement date in writing.

Income from other trading activities is recognised when the amount can be measured reliably and it is probable that the income will be received

Investment income reflects interest and dividends received, and is based on the charity's entitlement to income.

1.3 Expenditure

All expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category and include irrecoverable VAT. Charitable activities are those costs incurred directly in the objectives of the charity.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Computer equipment

25% on reducing balance

Fixtures, fittings & equipment

25% on reducing balance

Tangible fixed assets costing more than £100 are capitalised and carried at cost less depreciation

1.5 Investments

Investments in unquoted shares are included at cost less impairment.

1.6 Pensions

The charitable company operates a defined contribution scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

1.7 Taxation

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

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

1.8 Unrestricted funds

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

1.9 Restricted funds

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.

1.10 Group accounts

The financial statements contain information about Buchan Development Partnership as an individual charity and do not about its group. The charity has taken exemption from preparing consolidated accounts under the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006.

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Donations and gifts	47,469	32,995	80,464	86,325
Grants receivable for core activities	-	15,716	15,716	14,260
	47,469	48,711	96,180	100,585
For the year ended 31 March 2015	47,915	52,670	100,585	
Donations and gifts				
Unrestricted funds: Aberdeenshire Council			39,733	39,733
Aden project			2,334	8,082
Other donations			1,202	100
Fetterangus Community Association			4,200	1.7
			47,469	47,915
Restricted funds:				
Shell			19,000	19,000
Aden Project			6,969	19,410
Seedy Sunday			7,026	=======
			32,995	38,410

NOTES TO THE ACCOUNTS (CONTINUED)

2	Donations and legacies		
	Grants receivable for core activities		
	Restricted funds:		
	Big Lottery	-	9,840
	Enterprise music grant Co-op	=	2,500
	Aberdeenshire Council Sustainability Grant	42.000	1,920
	BCPG for Sport	12,000	-
	BCFG for Sport	3,716	
		15,716	14,260
3	Other trading activities		
		2016	2015
		£	£
	Workshop sessions and consultancy	1,500	3,175
	Sundry	67	22
	Printing and adverts	510	720
	Wages recharged	16,834	19,714
		18,911	23,631
	Other trading activities was unrestricted income during 2016 and 2015.		
4	Investment income		
•		2016	2015
		£	£
	Dividend from subsidiary		5,000
	Interest receivable	100	86
		100	5,086
	Investment income was unrestricted income during 2016 and 2015.		

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

5	Total resources expended					
		Staff	Other	Grant	Total	Total
		costs	costs	funding	2016	2015
		£	£	£	£	£
	Charitable activities					
	Community activities and projects					
	Activities undertaken directly	80,984	26,794	973	107,778	97,334
	Grant funding of activities			12,230	12,230	16,405
		80,984	26,794	12,230	120,008	113,739

Activities undertaken directly includes payments to the independent examiner of £1,500 (2015: £1,440) for the independent examination.

Staff costs of £53,591 was funded by unrestricted funds (2015: £50,515) £27,393 was funded by restricted funds (2015: £26,660).

Grant funding is funded by restricted funds during 2016 and 2015.

Total expenditure for the year totalled £120,008 (2015: £113,739) of this £66,432 was covered by unrestricted funds (2015: £62,655). £53,576 restricted funds (2015: £47,515).

Other Costs

	2016	2015
	£	£
Other costs relating to Community activities and projects comprise:		
Insurance	650	500
Telephone	524	532
Postage and stationery	1,937	1,428
Sundry expenses	2,635	1,110
Aden project costs	2,604	4,507
Buchan in Bloom	1,326	1,054
Travel expenses	1,203	974
Bank Charges	132	116
Depreciation	330	440
Independent Examiner's fee	1,500	1,440
Expenses covered by restricted funds		
Aden project costs	3,247	1,036
Bulletin costs	2,196	2,998
Forum costs	1,608	1,514
Feasibility study	4,080	2,530
MACBI Hub Funding Expenditure	2,822	Ē
	26,794	20,179
	P	

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

6 Grant funding

•		
	Total	Total
	2016	2015
	£	£
Grants to institutions:		
20 Grants less than £1,000 (23 in 2015)	12,230	14,164
New Deer All Weather Facility	·	9,800
	12,230	16,405
		

Grants are only made to organisations that fall within the objectives of the charity. Grantees must be approved by all the trustees.

7 Trustees

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2016 Number	2015 Number
Staff	5	5
Employment costs	2016 £	2015 £
Wages and salaries Social security costs	77,742 3,242 80,984	73,460 3,695 77,155

There were no employees whose annual remuneration was £60,000 or more.

NOTES TO THE ACCOUNTS (CONTINUED)

9	Tangible fixed assets				
			Computer equipment	Fixtures, fittings &	Total
			£	equipment £	£
	Cost		~	~	£
	At 1 April 2015 and at 31 March 2	2016	10,110	273	10,383
	Depreciation				
	At 1 April 2015		8,805	259	9,064
	Charge for the year		326	4	330
			-		
	At 31 March 2016		9,131	263	9,394
	Net book value				
	At 31 March 2016		979	10	989
	At 31 March 2015		1,305	14	1,319
10	Fixed asset investments				
	. Mad door involution				Shares in
					Group
					undertakings
					£
	Market value at 1 April 2015 and	at 31 March 2016			100
	Historical cost:				
	At 31 March 2016				100
	At 31 March 2015				100
	Holdings of more than 20%				
	The company holds more than 20%	of the share capital of the	following companie	es:	
	Company	Country of registration or incorporation	Shares 1	heid	
			Class		%
	Subsidiary undertakings Buchan Development Initiative Ltd	UK			
	Daorian Development Initiative Lta	OK .	Ordinary		100
	The aggregate amount of capital and relevant financial year were as follows:	I reserves and the results vs:	of these undertakin	gs for the last	
			Capital and reserves	Profit/(loss) for the year
		Principle Activities	£		£
	Buchan Development Initiative Ltd	Caravan park operator	9,209		1,863
		, .,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			

NOTES TO THE ACCOUNTS (CONTINUED)

11	Debtors	2016 £	2015 £
	Amounts owed by group undertakings Prepayments and accrued income	20,104	14,41 8 1,000
		21,104	15,418
12	Creditors: amounts falling due within one year	2016 £	2015 £
	Trade creditors Accruals	1,307 1,423	2,173
		2,730	2,173

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2015	Incoming Resources	Resources Expended	Balance at 31 March 2016	
	£	£	£	£	
Wages		18,970	(18,970)	-	
Shell	-	19,000	(19,000)	-	
Seedy Sunday	-	7,025	(5,569)	1,456	
Rural Resource Hub	7,309	-	(5,295)	2,014	
MACBI Sports Hub	-	3,716	(2,822)	894	
Cinema	1,920	-	(1,920)	-	
	9,229	48,711	(53,576)	4,364	

Wages is funds raised to specifically help fund wages

Shell fund is funds received from Shell that help fund the charity and provide small grants to community projects and to produce a quarterly publication.

Seedy Sunday was an event that was held in Aden park, any funds not spent will be spent on the next Seedy Sunday event.

Rural Resource Hub fund is funds received for a feasibility study on the need for a Community base.

MACBI Sports Hub is funds received to hold sports events in the Buchan area.

Cinema fund was funding received to run a local cinema/theatre production.

14 Related parties

Administrative and management support is provided for the wholly owned subsidiary, Buchan Development Initiative Limited. Two members of staff are seconded to the subsidiary, these costs are fully reimbursed. The cost during the year was £16,834 (2015: £19,714). A dividend of Nil was received (2015 £5,000). The balance owed by the subsidiary at the year end was £20,104 (2015: £14,418).