

ST ANDREWS ART CLUB

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

SCOTTISH CHARITY NUMBER SC027622

Henderson Black & Co

CHARTERED ACCOUNTANTS, ST ANDREWS

ST ANDREWS ART CLUB
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

Charity Number – SC027622

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ST ANDREWS ART CLUB

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 31 December 2021.

Reference and Administrative Information

Charity name: St Andrews Art Club
Scottish Charity Number: SC027622
Contact Address: 14c Argyle Street, St Andrews, Fife, KY16 9BP
Bankers: Bank of Scotland
Independent Examiner: Joanne Paul, Henderson Black & Co, Chartered Accountants, St Andrews

Trustees

The charity is administered by the trustees. The following persons have served throughout the year and since the year end:

S. Hotho	(President) (from 26 March 2021)
M. Christie	
J. Cousland	(Vice President) (from 26 March 2021)
E. Craig	
J. Le Maitre	(Secretary)
A. McQueen	(from 25 March 2021)
M. Mukherjee	(President to 25 March 2021)
S. Peckerman	(from 26 March 2021)
P. Robertson	(Treasurer)
A. Smith	(to 26 March 2021)
A. Stephens	(to 26 March 2021)

Structure, Governance and Management

The charity is an unincorporated association established in 1959 and which received charitable status in March 1998. Key administrative arrangements are set out in our constitution. The charity is supervised by the trustees who meet approximately six times a year. The day to day administration is carried out by the office bearers as listed above.

Recruitment and appointment of Trustees

All of the charity's trustees are appointed or re-appointed by the members at our annual general meeting, which is held in March each year. New trustees are provided with an induction pack which includes the most recent accounts, a copy of the charity constitution and the OSCR "Guidance for Charity Trustees" document.

Charitable purposes

The purposes of the charity are to advance the education of the public in St. Andrews and its environs in the knowledge, understanding and application of the arts and, particularly, the visual arts. The charity is based at 14c Argyle Street, St Andrews.

Review of the Activities and Achievements, including Financial Review

The results of the year are set out in the Receipts and Payments Account and Statement of Balances. The detail in the Receipts and Payments Account reflects the level of activities. Despite lockdowns and changing COVID rules, we were able to hold our usual 3 exhibitions during the year and open up for in-person classes and workshops in the autumn term. These classes and workshops were well attended and all required COVID precautions were adhered to. Online painting competitions were held monthly to involve the members, with vouchers for a local business as prizes.

Committee meetings and the AGM were held online this year. OSCR made us aware that our constitution may not allow us to hold these meetings by zoom so we held an EGM on 10 May 2021 to get members'

ST ANDREWS ART CLUB

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

permission to change the constitution to allow online meetings to be held if necessary. This was passed by the members.

In December, Committee became aware that our pay structure for tutors was out of date and we voted to increase the hourly rate of tutors from £25 to £30. Committee also discussed reducing the class and workshop size from 12 to 10 to allow more spacing between members. The re-pricing of classes and workshops for attending members, due to these added expenses, will be adjusted for the spring of 2022 at the start of the new financial year.

At the 2021 AGM, the membership voted to change the timing for membership renewal from March to August. This means membership is due at the start of our academic year, removes the membership renewal away from a very busy time of year and gives members an extra 6 months membership in a year when there were fewer club activities for them to join.

Reserves Policy and Risk Management

The Statement of Balances shows total funds of £62,962 at the year end (2020 - £57,809). These comprise cash of £36,217 (2020 - £32,200) and investments at market value of £26,745 (2020 - £25,609). Unrestricted funds were £52,691 (2020 - £48,753) and restricted funds were £10,271 (2020 - £9,056). The trustees are satisfied that funds are sufficient to meet the ongoing work of the charity including cyclical repair and maintenance costs to the charity's premises.

The trustees have assessed the major risks to which the charity is exposed, in particular those relating to the operations and finances of the charity, and are satisfied that systems are in place to mitigate the charity's exposure to the major risks. We were fortunate to have had limited outgoings while the club was closed during lockdown and welcomed the reopening of facilities to in-person classes and workshops in September 2021.

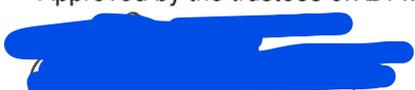
Statement of Trustees' Responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Standards). The law applicable to charities in Scotland requires the trustees to prepare financial statements for each year which give an accurate view of the state of affairs of the charity and of the receipts and payments of the charity for that period. In preparing these financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently;
2. observe the methods and principles of the Charities SORP;
3. make judgements and estimates that are reasonable and prudent;
4. state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
5. 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 to enable them to ensure that the accounts comply with the Charities and Trustee Investment (Scotland) Act 2005 and 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.

Approved by the trustees on 24 March 2022 and signed on their behalf by:


Sabine Hotho (President)

ST ANDREWS ART CLUB INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ST ANDREWS ART CLUB

I report on the accounts of the charity for the year ended 31 December 2021 which are set out on pages 4 to 7.

Respective Responsibilities of the 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 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The charity's trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

This report is made to the trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report 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 trustees for my work or for this report.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 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 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 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.



Joanne Paul CA
Partner
Henderson Black & Co
Chartered Accountants

24 March 2022

Chestney House
149 Market Street
St Andrews
Fife
KY16 9PF

ST ANDREWS ART CLUB
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted Funds General Fund £	Restricted Funds £	2021 Total £	2020 Total £
Receipts					
Voluntary Receipts:					
Donations		1,334	-	1,334	619
Gift aid		-	-	-	2,475
Investment income		331	488	819	757
Receipts from Charitable Activities:					
Members' subscriptions	3	5,075	-	5,075	5,275
Class and workshop fees		5,161	-	5,161	5,084
Summer exhibition	4	3,512	-	3,512	-
Easter exhibition	4	2,154	-	2,154	-
Winter exhibition	4	1,483	-	1,483	2,880
Rent of premises		100	-	100	-
Other					
Refund of electricity charges		555	-	555	48
Refund of water rates		-	-	-	420
Total receipts		<u>19,705</u>	<u>488</u>	<u>20,193</u>	<u>17,558</u>
Payments					
Expenditure on Charitable Activities:					
Speakers' fees		325	-	325	330
Tutors' fees and workshop expenses		4,334	-	4,334	4,725
Summer exhibition	4	2,868	-	2,868	-
Easter exhibition	4	1,805	-	1,805	59
Winter exhibition	4	1,425	-	1,425	2,747
Library books and magazines		54	-	54	54
Prizes		-	710	710	830
Water		-	-	-	49
Heat and light		624	-	624	894
Insurance		613	-	613	506
Cleaning		548	-	548	478
Repairs and renewals		1,623	-	1,623	321
Postage, stationery and advertising		122	-	122	172
Grants and donations	5	438	-	438	1,261
Independent Examiner's fee		594	-	594	594
AGM		61	-	61	-
Web expenses		9	-	9	322
Sundry expenses		23	-	23	-
Total expenditure		<u>15,466</u>	<u>710</u>	<u>16,176</u>	<u>13,342</u>
Surplus/(Deficit) for Year		<u>4,239</u>	<u>(222)</u>	<u>4,017</u>	<u>4,216</u>

The Notes on pages 6 & 7 form an integral part of these accounts.

ST ANDREWS ART CLUB
STATEMENT OF BALANCES
AS AT 31 DECEMBER 2021

Cash Funds	At 1 January 2021 £	Income £	Expenditure £	Key deposits £	At 31 December 2021 £
Restricted funds (note 6)					
Education fund	1,404	488	(710)	-	1,182
	<u>1,404</u>	<u>488</u>	<u>(710)</u>	<u>-</u>	<u>1,182</u>
Unrestricted funds					
General fund	30,796	19,705	(15,466)		35,035
Closing cash at bank and in hand	<u>32,200</u>	<u>20,193</u>	<u>(16,176)</u>	<u>-</u>	<u>36,217</u>
Bank and Cash balances:					
Bank of Scotland	32,102				36,119
Cash on hand	98				98
	<u>32,200</u>				<u>36,217</u>

Investments	2021 £ Original Cost	2021 £ Market Value	2020 £ Market Value
General Fund - Unrestricted			
Epworth Sovereign Bond Fund for Charities - 6474.76 units	8,380	8,713	9,286
Epworth Corporate Bond Fund for Charities - 1946.16 units	2,345	2,414	2,548
M&G Charifund - 344 income units	5,000	5,347	4,719
	<u>15,725</u>	<u>16,474</u>	<u>16,553</u>
Education Fund - Restricted			
M&G Charifund - 660 income units	7,280	10,271	9,056
	<u>23,005</u>	<u>26,745</u>	<u>25,609</u>

Liabilities (Unrestricted funds)		
Independent examination fees		594
Key deposits		130
Winter exhibition outstanding expenses		51
		<u>775</u>
		<u>767</u>

The notes on pages 6 & 7 form an integral part of these accounts.

Approved by the trustees on 24 March 2022 and signed on their behalf by:

Sabine Hotho (President)

Pam Robertson (Treasurer)

[Redacted signature of Sabine Hotho]

[Redacted signature of Pam Robertson]

ST ANDREWS ART CLUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. Accounting Policies

(a) Basis of accounting

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

(b) Taxation

Charitable status for tax purposes was obtained from HM Revenue & Customs and no provision has been made for payment of taxation in the financial statements.

(c) Cash flow statement

The charity is entitled to the exemptions available in The Charities Accounts (Scotland) Regulations 2006 (as amended) and is therefore not required to prepare a Cash Flow Statement.

(d) Tangible fixed assets and depreciation

The charity premises in Argyle Street, St Andrews are reflected at nil value in the financial statements.

(e) Receipts

Voluntary receipts including donations, gifts and legacies are recognised when they are received.

(f) Payments

Expenses are recognised when payment is made. All expenses are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of expenses for which it was incurred.

(g) Nature of funds

The charity has unrestricted and restricted 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.

(h) Investments

Investments are reflected at market value with a note of cost at the year end.

2. Trustee remuneration and expenses

The trustees did not receive any remuneration or expenses in the year (2020 none).

3. Membership subscriptions

Subscriptions from members previously covered the year to 31 March. Subscriptions for the year to 31 March 2021 were £35 for all members. The subscription remained £35 for the 2021/22 year, however the subscription period changed to run from 1 September to 31 August.

ST ANDREWS ART CLUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

4. Details of Exhibitions

4 (a) Summer Exhibitions

	2021	2020	2019	2018	2017
	£	£	£	£	£
Income					
Hanging fees	222	-	231	219	230
Picture sales	3,290	-	4,430	4,048	9,498
	<u>3,512</u>	<u>-</u>	<u>4,661</u>	<u>4,267</u>	<u>9,728</u>
Expenditure					
Payments to artists	2,835	-	3,765	3,441	8,228
Exhibition expenses	33	-	87	76	280
	<u>2,868</u>	<u>-</u>	<u>3,852</u>	<u>3,517</u>	<u>8,508</u>
Surplus	<u>644</u>	<u>-</u>	<u>809</u>	<u>750</u>	<u>1,220</u>
Number of pictures sold	37	-	47	39	84

4 (b) Other Exhibitions

	2021		2020	
	Easter Exhibition	Winter Exhibition	Easter Exhibition	Winter Exhibition
	£	£	£	£
Income				
Commissions	2,036	1,348	-	2,747
Hanging fees	118	135	-	133
	<u>2,154</u>	<u>1,483</u>	<u>-</u>	<u>2,880</u>
Expenditure				
Payments to artists & other expenses	1,805	1,425	59	2,747
Surplus/(Deficit)	<u>349</u>	<u>58</u>	<u>(59)</u>	<u>133</u>

5. Charitable Grants

	2021	2020
	£	£
Kingdom Vineyard	438	1,261
	<u>438</u>	<u>1,261</u>

The donation to Kingdom Vineyard, in the year to 31 December 2020, was possible due to the generosity of tutors and members, who donated their fees or waived a refund of membership fees.

6. Purpose of restricted funds

Education fund: This fund was created to contribute to the costs of speakers' fees and prizes.

7. Other Assets

The Club property was purchased in 1985 with funds from an inheritance and is not reflected in the accounts.