

Company Registration No: SC181764

Leven Valley Development Trust

(A company limited by guarantee)

Directors' report and unaudited financial statements

for the year ended 31 December 2013

Scottish Charity No: SC035398

FRIDAY



S3H7J7QX

SCT

26/09/2014

#8

COMPANIES HOUSE

18 North Street
GLENROTHES
Fife
KY7 5NA
Tel No: 01592 610388
Fax No: 01592 611113

8 Mitchell Street
LEVEN
Fife
KY8 4HJ
Tel No: 01333 425250
Fax No: 01333 425655

PATERSON BOYD & Co.
Chartered Accountants

Leven Valley Development Trust
Financial Statements
for the year ended 31 December 2013

Contents

	Page
Company Information	1
Directors' Report	2 - 4
Independent Examiner's Report	5
Statement of Financial Activities (incorporating income and expenditure account)	6
Balance Sheet	7 - 8
Notes on the Financial Statements	9 - 13

Leven Valley Development Trust
Company Information
for the year ended 31 December 2013

Scottish Charity Number	SC035398
Company Registration Number	SC181764
Board of Directors	John McCombie Andrew Cook Michael Wemyss Peter Holt Alan Henderson Brian Wood Lord Jamie Lindsay George Lyon Maryanna Robinson
Registered Office	8 Mitchell Street Leven Fife KY8 4HJ
Bankers	Bank of Scotland 60 High Street Leven Fife KY8 4NA
Solicitors	Charles Wood & Son 37 Kirk Wynd Kirkcaldy Fife KY1 1EN
Accountants	Paterson Boyd & Co Chartered Accountants 8 Mitchell Street Leven Fife KY8 4HJ

Leven Valley Development Trust
Directors' Report
for the year ended 31 December 2013

Legal and Administrative Information

The board of directors present their report and the financial statements for the year ended 31 December 2013. The directors who served during the year are detailed on page 1.

Governing Document

The company is a charitable company limited by guarantee, incorporated on 24 December 1997 and registered as a charity on 16 March 2004. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment & Appointment of Directors

The directors of the company are also charity trustees for the purpose of charity law. The directors are required to be members of the company. The Articles of Association require that one-third of the directors must retire by rotation at each Annual General Meeting.

All directors of the company give their time voluntarily. Any expenses reclaimed from the charity are set out in note 6 to the accounts.

No person shall be admitted a member of the company unless they are approved by the directors. Every person who wishes to become a member shall deliver to the company an application for membership in such form as the directors require.

Organisation

The company is governed by its board of directors, the members of which are detailed on page 1. The board meets three times per year to oversee the activities of the charity. At present the board has nine members from a variety of professional backgrounds relevant to the work of the charity.

Risks

The board of directors have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems are in place to mitigate exposure to the major risks.

Objects of the Charity

The company's objects are to promote and encourage, either on its own or in conjunction with others, for the public benefit, the improvement, revitalisation and maintenance of the area of social and economic deprivation in the valley and estuary of the River Leven in the Levenmouth area of Fife by all or any of the following means:-

- (a) reclaiming of land which cannot otherwise be used by reason of dereliction, pollution or other damage caused by industrial activity previously carried out on the land;
- (b) provision of open space, footpaths, woodlands, parks and other recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances have need of such facilities;
- (c) maintenance, improvement or provision of public amenities where such maintenance, improvement or provision is over and above that which it is the statutory obligation of the local authority to provide;
- (d) promotion and provision of training in skills of all kinds particularly such skills as will assist residents of the area of operation to obtain paid employment;
- (e) investigation and enquiry into other means to bring about the elimination of social and economic deprivation by regeneration of the area of operation and promotion, establishment and operation of schemes of a charitable nature, having the approval of H M Revenue & Customs, to procure such regeneration for the benefit of the community.

Leven Valley Development Trust
Directors' Report (continued)
for the year ended 31 December 2013

Review of Activities & Future Developments

The company had one project ongoing in the Levenmouth area in the year.

As well as monitoring the progress and maintenance of the existing project the board used this year to map out its involvement in the ongoing regeneration of the Levenmouth area.

Financial Review

In the year under review the company had a deficit of income over expenditure of £15,301 (2012: £3,467) as detailed in the statement of financial activities on page 6.

At the balance sheet date the funds total was £30,631 (2012: £45,932).

Investment Powers

Under the Memorandum and Articles of Association, the company has the power to make any investment, which the directors see fit.

Reserves Policy

The board of directors review income and expenditure on a quarterly basis and consider that the level of reserves currently held is sufficient to allow for continuing operations.

The affairs of Leven Valley Development Trust are controlled by a board of directors under the powers conferred upon it by the members of the Leven Valley Development Trust. The responsibilities of the board of directors are described below.

Statement of the Directors' Responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the directors should follow best practice and:-

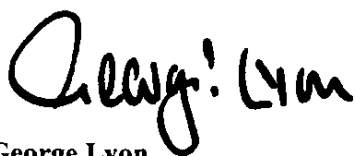
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue on that basis.

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

Leven Valley Development Trust
Directors' Report (continued)
for the year ended 31 December 2013

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies and also in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and Charities Accounts (Scotland) Regulations 2006 (as amended).

On behalf of the board

A handwritten signature in black ink that reads "George Lyon". The signature is written in a cursive style with a large initial 'G'.

George Lyon
Director

Date: 25 September 2014

Leven Valley Development Trust
Independent examiner's report to the directors
on the unaudited financial statements of
Leven Valley Development Trust

I report on the financial statements for the year ended 31 December 2013 set out on pages 6 to 13. The financial statements have been prepared under the historic cost convention and the accounting policies set out on page 9.

Respective Responsibilities of Directors and Independent 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 financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and Charities Accounts (Scotland) Regulations 2006 (as amended). The 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 financial statements 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 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the directors 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 financial statements.

Independent Examiner's Statement

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

1. which gives me reasonable cause to believe that in any material respects the requirements:-

- i) 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 financial statements which accord with the accounting records and 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 financial statements to be reached.



Neil Paterson B.A, C.A
Paterson Boyd & Co.
Chartered Accountants
8 Mitchell Street
Leven
Fife
KY8 4HJ

Date: 25 September 2014

Leven Valley Development Trust
Statement of Financial Activities
(Incorporating Income and Expenditure Account)
for the year ended 31 December 2013

	Notes	Restricted Fund 2013 £	Unrestricted Fund 2013 £	Total 2013 £	Total 2012 £
Investment Income		-	39	39	43
Incoming resources from charitable activities:	2				
Grant funding		-	-	-	30,000
Other incoming resources	3				
Compensation		-	1,750	1,750	-
Total incoming resources		<u>-</u>	<u>1,789</u>	<u>1,789</u>	<u>30,043</u>
Resources expended					
Costs of charitable activities	4	14,698	1,856	16,554	31,592
Governance costs	5	-	536	536	1,918
Total resources expended		<u>14,698</u>	<u>2,392</u>	<u>17,090</u>	<u>33,510</u>
Net income/(expenditure) for the year before transfers	9	(14,698)	(603)	(15,301)	(3,467)
Transfers		3,075	(3,075)	-	-
Net movement in funds	9	(11,623)	(3,678)	(15,301)	(3,467)
Total funds brought forward	9	11,623	34,309	45,932	49,399
Total funds carried forward	9	<u>-</u>	<u>30,631</u>	<u>30,631</u>	<u>45,932</u>

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Leven Valley Development Trust
Balance Sheet
at 31 December 2013

	Notes	£	2013 £	£	2012 £	£
Fixed assets						
Investments	7			2		2
Current assets						
Cash at bank and in hand		32,229			49,540	
		<u>32,229</u>			<u>49,540</u>	
Creditors: amounts falling due within one year	8		(1,600)		(3,610)	
Net current assets			<u>30,629</u>			<u>45,930</u>
Total assets less current liabilities			<u>30,631</u>			<u>45,932</u>
Funds						
Restricted funds	9			-		11,623
Unrestricted funds	9		30,631			34,309
Total funds	9		<u>30,631</u>			<u>45,932</u>

The directors' statements required by Section 475(2) and (3) are shown on the following page which forms part of this Balance Sheet.

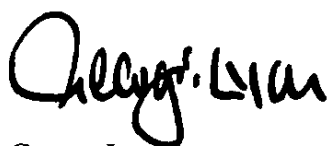
Leven Valley Development Trust
Balance Sheet (continued)
Directors' statements required by Section 475 (2) and 475 (3)
for the year ended 31 December 2013

In approving these financial statements as directors of the company we hereby confirm:-

- (a) that for the year stated above the company was entitled to the exemption conferred by Section 477(2) of the Companies Act 2006;
- (b) that no notice has been deposited at the registered office of the company pursuant to Section 476 of the Act requesting that an audit be conducted for the year ended 31 December 2012 and
- (c) that we acknowledge our responsibilities for:-
 - (1) ensuring that the company keeps accounting records which comply with Section 386 of the Act and
 - (2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 394 and 395 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

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

The financial statements on pages 6 to 13 were approved by the Board on 25 September 2014 and signed on its behalf by:



George Lyon
Director

Leven Valley Development Trust
Notes on Financial Statements
for the year ended 31 December 2013

1. Accounting Policies

1.1 Basis of Accounting

The financial statements have been prepared under the historical cost convention and have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities issued in March 2005, the Charity and Trustee Investment (Scotland) Act 2005, Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended), the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and applicable accounting standards.

1.2 Fund Accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the company.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

1.3 Incoming Resources

Income received relates wholly to compensation from the Bank of Scotland for unsatisfactory services provided in the previous year.

Investment income relates wholly to interest received on bank deposits.

1.4 Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Costs of charitable activities comprises those costs incurred by the company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the company and include accounting fees and costs linked to the strategic management of the company. Direct basis of allocation of cost was used.

1.5 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

1.6 Group Accounts

The company is entitled to the exemption under Section 398 of the Companies Act 2006 from the obligation to prepare group accounts.

Leven Valley Development Trust
Notes on Financial Statements
for the year ended 31 December 2013

2. Incoming Resources From Charitable Activities

	Restricted Fund 2013 £	Unrestricted Fund 2013 £	Total 2013 £	Total 2012 £
Grants received	-	-	-	30,000
Rental income	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>30,000</u>

3. Other Incoming Resources

Compensation received –Bank of Scotland	-	1,750	1,750	-
	<u>-</u>	<u>1,750</u>	<u>1,750</u>	<u>-</u>

4. Costs of Charitable Activities

	Restricted Fund 2013 £	Unrestricted Fund 2013 £	Total 2013 £	Total 2012 £
Project site costs	13,366	-	13,366	27,043
Legal and professional fees	670	-	670	1,910
Insurance	662	549	1,211	930
Bank charges	-	38	38	20
Administration fees	-	166	166	-
Website costs	-	1,103	1,103	1,689
	<u>14,698</u>	<u>1,856</u>	<u>16,554</u>	<u>31,592</u>

5. Governance Costs

	Restricted Fund 2013 £	Unrestricted Fund 2013 £	Total 2013 £	Total 2012 £
Accountancy	-	510	510	1,890
Professional fees	-	26	26	28
	<u>-</u>	<u>536</u>	<u>536</u>	<u>1,918</u>

6. Directors and Employees

The company has no employees. The directors received no remuneration or reimbursement of expenses in the year, however the company paid £549 (2012: £549) in the year to indemnify the directors against the consequences of any neglect or default on their part.

During the year the company paid two of the directors for professional services, as disclosed in note 12

Leven Valley Development Trust
Notes on Financial Statements
for the year ended 31 December 2013

7. Fixed Asset Investments

	Subsidiary undertakings shares £	Total £
Cost		
At 1 January 2013	2	2
	<hr/>	<hr/>
At 31 December 2013	<u>2</u>	<u>2</u>
 Net book value		
At 31 December 2013	<u>2</u>	<u>2</u>
At 31 December 2012	<u>2</u>	<u>2</u>

On 1 September 1999 Leven Valley Development Trust acquired shares in Ecowise Fife Limited. The total share capital of Ecowise Fife Limited, which is registered in Scotland, is held as follows:-

Leven Valley Development Trust	1 ordinary share
John A F McCombie (as nominee for the above)	1 ordinary share

Company	Country of registration or incorporation	Nature of business	Shares held class	Proportion of shares held
Subsidiary undertaking				
Ecowise Fife Ltd	Scotland	Landscaping & Maintenance	Ordinary	100%

The aggregate amount of capital and reserves and the results of these undertakings for the last relevant financial year were as follows:-

	Capital and reserves £	Profit for the year £
Ecowise Fife Ltd	89	-

**8. Creditors: amounts falling due
within one year**

	2013 £	2012 £
Trade creditors	-	1,320
Other creditors	400	400
Accruals and deferred income	1,200	1,890
	<hr/>	<hr/>
	<u>1,600</u>	<u>3,610</u>

Leven Valley Development Trust
Notes on Financial Statements
for the year ended 31 December 2013

9. Funds

	Restricted Funds 2013 £	Unrestricted Funds 2013 £	Total 2013 £
At 1 January 2013	11,623	34,309	45,932
Movement in funds for the year	(11,623)	(3,678)	(15,301)
	<hr/>	<hr/>	<hr/>
At 31 December 2013	<u>-</u>	<u>30,631</u>	<u>30,631</u>

Analysis of Net Assets Between Funds

Investments	-	2	2
Current assets	-	32,229	32,229
Current liabilities	-	(1,600)	(1,600)
	<hr/>	<hr/>	<hr/>
Net assets at 31 December 2013	<u>-</u>	<u>30,631</u>	<u>30,631</u>

10. Movements in Funds

	At 01.01.13 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31.12.13 £
Restricted funds:					
Valley Development	11,623	-	(14,036)	2,413	-
Methilhill Woodland	-	-	(662)	662	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<u>11,623</u>	<u>-</u>	<u>(14,698)</u>	<u>3,075</u>	<u>-</u>
Unrestricted funds:					
General funds	<u>34,309</u>	<u>1,789</u>	<u>(2,392)</u>	<u>3,075</u>	<u>30,631</u>
Total funds	<u>45,932</u>	<u>1,789</u>	<u>(17,090)</u>	<u>-</u>	<u>30,631</u>

Purposes of Restricted Funds

Valley Development: This is funding received for the upkeep and improvement of the Leven Valley.

Methilhill Woodland: This was funding for the upkeep and maintenance of the Leven Valley Woodland.

Leven Valley Development Trust
Notes on Financial Statements
for the year ended 31 December 2013

11. Legal Status of the Company

The company is a company limited by guarantee without share capital. Each member of the company has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of the company being placed in liquidation.

12. Related Parties

For the whole of the financial year the company was controlled by its board of directors as listed on page 1.

At the balance sheet date the company was due £100 (2012: £100) each to John McCombie and Andrew Cook.

Leven Valley Development Trust owns 100% of the issued share capital of its trading subsidiary Ecowise Fife Limited. During the year the charity paid expenses of £13 (2012: £14) on behalf of Ecowise Fife Limited.

During the financial year the company was billed the sum of £12,724 (2012: £26,462) for building work provided by Andrew Cook (Builders) Limited, a company in which Andrew Cook is a director.

During the financial year the company was billed the sum of £670 (2012: £nil) for solicitor services provided by Charles Wood & Son, a firm in which Brian Wood is a consultant.

During the financial year the company was billed the sum of £Nil (2012: £1,200) for architectural services provided by Sinclair Watt Architects Limited, a company in which the late Robert Watt was a director.