

Registered Company No: SC332331
Registered Charity No: SC010980

**THE GIRLS' BRIGADE IN SCOTLAND
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2013**

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THE GIRLS' BRIGADE IN SCOTLAND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2013

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THE GIRLS' BRIGADE IN SCOTLAND

LEGAL AND ADMINISTRATIVE INFORMATION

Charity Name: The Girls' Brigade in Scotland

Registered Office & Operational Address: 11A Woodside Crescent, Glasgow, G3 7UL.

Charity Registration Number: SC010980

Company Registration Number: SC332331

Trustees: Marianne McCafferty, National President
Elizabeth Miller, Vice President
Sandra Hoey, Vice President
Alistair S Burrow, Treasurer
Very Rev William Hewitt, National Chaplain
Margaret Cooper
Jennie Cochrane
Wendy Joss
Heather McWhinnie
Christine McFarlane
Sue Kirkbride

Co-opted Youth Members: Michelle Macpherson
Claire Harris

Secretary: M Caroline Goodfellow, National Director.

Auditors: Wylie & Bisset LLP
168 Bath Street
Glasgow
G2 4TP

Bankers: HBOS
Sauchiehall Street
Glasgow
G2 3EY

Solicitors: Tods Murray LLP
33 Bothwell Street
Glasgow
G2 6NL

Insurance: Boyd & Co (incorporating George Semple)
(Brokers – working with Royal Sun Alliance)
7 Mill Street
Paisley
PA1 1LY

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013

The Directors of The Girls' Brigade in Scotland, who are also Trustees of the charity for the purposes of the Charities and Trustee Investment (Scotland) Act 2005, have pleasure in submitting to the Members their annual report with the financial statements for the year ended 31 March 2013.

Directors and Trustees

The directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The Trustees who served during the year and since the year end (unless otherwise stated) were as follows:

Marianne McCafferty, National President	
Elizabeth Miller, Vice President	
Sandra Hoey, Vice President	
Alistair S Burrow, Treasurer	
Very Rev William Hewitt, National Chaplain	
Gillian Agnew	(Resigned: 15/9/12)
Jennifer Major	(Resigned: 15/9/12)
Margaret Cooper	
Jennie Cochrane	
Wendy Joss	
Heather McWhinnie	
Christine McFarlane	
Sue Kirkbride	(Appointed: 15/9/12)

Co-opted Youth Members

Michelle Macpherson	
Claire Harris	(Appointed: 15/9/12)

Governing Document

The Girls' Brigade in Scotland (GBS) is incorporated under the Companies Acts as a company limited by guarantee without share capital and is accordingly governed by a Memorandum and Articles of Association as adopted on incorporation of the company on 12 October 2007.

The Members of GBS have each guaranteed its liabilities up to £1.

GBS is also a registered Scottish Charity registered under Charity Number SC010980 with the office of the Scottish Charities Regulator.

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013 (continued)

Structure, Governance and Management

The directors are both charity trustees and company directors. The directors include those designated as office bearers and all are elected by the Members of GBS in accordance with provisions set out in the Articles of Association. This requires nominations to be made in writing and in the event of there being more than one nomination for the relevant post, regulations made by GBS provide for the election of directors to be conducted by postal ballot of companies. Directors who hold the role of National President, Vice President, and Treasurer are eligible for nomination for a maximum of two three year terms. The National Chaplain is elected for a term of three years and is not eligible for a further term. All other directors are elected for a three year term and are not eligible for re-election to the executive for a further two year period unless they are elected as office bearers. In accordance with the Constitution, Margaret Cooper and Jennie Cochrane, having served for three years as elected members will demit the office at the Annual General Meeting to be held on 21 September 2013 as will the National Chaplain, Very Rev Bill Hewitt. In addition, Elizabeth Miller intimated her retirement from the post of Vice-President as from the 2013 AGM. Nominations were sought and received for the post of Vice-President, resulting in a postal ballot of companies being undertaken. Gillian Agnew has been elected as National Vice-President elect and will take up post after the AGM on 21 September 2013.

The National Director acts as a Company Secretary to the company and is not a director of the company. The National Director is therefore a non-voting attendee at meetings of the Executive.

Additional directors, whether members of GBS or otherwise, up to a maximum of three, may be co-opted for a maximum of two years on an annual basis by the Executive. At present, Michelle MacPherson and Claire Harris have been co-opted as youth members (i.e. under the age of 25) of the Executive for one year initially in the case of Claire, Michelle having already served a year in 2011/12.

Directors' Induction and Training

Directors are familiar with the work of the charity and will generally have held positions of responsibility within companies or divisions prior to being elected to the executive committee.

GBS is aware of its responsibility to provide training to directors on the role which they are undertaking in the governance of the charity. Governance training and written information on roles and responsibilities has been provided to date but it is planned to introduce a more formal induction process to new Trustees along with regular updates for those already in post. The National Director provides updates on legislative and regulatory changes via regular reports to the Executive as well as providing updates and recommendations on good practice, particularly in areas of child protection, insurance and risk management. Similarly, regular updates are provided in respect of developments and issues arising in the sector.

The Executive's Responsibilities

The Executive is charged with the management and supervision of all aspects of the work of GBS. During the period under review the focus has been on collating the information from the Impact Study, Developing a Vision process and feedback from members to allow a strategic plan to be developed to address key issues, including declining membership. A strategic plan, known as the 'Moving Forward Framework' has been agreed and will be implemented over the next 2 years with the aim of strengthening the key functions of the organisation and providing a stronger platform for future development of GBS.

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013 (continued)

The Executive meets at least five times per annum, receiving reports from the various groups which have been established to deliver the various aspects of the activities of GBS and to oversee and develop policies and action in the areas of mission, training, camping, and GBS responsibilities and functions as an operating authority for the Duke of Edinburgh Award. Following detailed discussion and briefing decisions are made, usually by general consensus but voting may take place for major decisions. The responsibility for implementing and delivering decisions, policies and procedures agreed by the Executive is devolved to the National Director and the staff team at GB HQ.

The Executive's responsibilities include:

- Promoting the aims and objectives of GBS, as noted below;
- Promoting the best interests of GBS;
- The administration of the organisation and of all its assets in the interest of its current and future beneficiaries;
- Bringing independent judgement to bear on issues of strategy, resources and performance; and
- Encouraging the delivery of programmes to members of GBS to the highest possible standards.

National Director

The National Director is the senior member of staff of GBS and Chief executive and Company Secretary of The Girls' Brigade in Scotland as a charitable company. The National Director is responsible for the day to day management of the affairs of GBS and for implementing the policies agreed by the Executive.

Objectives and Activities

The principal objective of GBS continues to be help for girls to become followers of the Lord Jesus Christ and through self-control, reverence and a sense of responsibility to find a true enrichment of life.

Achievements and Performance

GBS is a Christian based, inter-denominational organisation, operating throughout Scotland for 120 years. Membership is open to girls/young women across the social and economic spectrum; from all faiths or none and from a wide variety of cultural backgrounds. It is our policy, wherever possible, to include those who are challenged by physical or mental disability. The key objects of GBS are as outlined in the Constitution:

"To help girls become followers of the Lord Jesus Christ, and through self control, reverence and a sense of responsibility, find true enrichment of life. This is done by the formation, development, encouragement and support of local groups for the purposes of training and development of individual capabilities, skills and understanding of the social challenges facing young people as they grow in wisdom and stature, such education and teaching to include respect for other religions."

To assist in delivering these objectives, GBS has a small professional staff team who deliver support to around 2000 adult volunteer leaders in respect of training, programmes, materials, activities/events so that they may support around 8000 girls/young women from P1-S6 in delivering the above objectives. In addition, the activities and training offered to membership is based on the Curriculum for Excellence and GIRFEC with the aim of encouraging our members to be successful learners, confident individuals, effective contributors and responsible citizens.

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013 (continued)

GBS offers a Leadership training programme for girls aged 15+ through to adult leadership with a view to developing and nurturing skills to ensure that those working with girls are well equipped to meet our aims and objectives. In addition, specialised and certified training courses in areas such as First Aid and Elementary Food Hygiene are made available to support the wider activities offered by companies. Those volunteers delivering training are required to complete a Train the Trainer course with a view to maintaining standards of delivery at Divisional level. At a national level, Leadership 3 training and Queen's Award Residential have again proved popular although evaluation has demonstrated the need for further improvement and review, which forms part of the new Moving Forward Framework.

GBS is an Operating Authority for The Duke of Edinburgh Award (DofE) and numbers engaging in this programme continue to rise. While DofE complements the award programme offered by GBS it also provides additional areas for personal achievement and challenge, particularly in relation to the expedition section. To assist with this a new DofE Expedition Supervisor's course has been introduced during the period, proving so popular that another course is planned for September 2013. Throughout the session the focus has been on encouraging companies involved in the Award to try new skills and activities as well as focussing on improving the standard of expedition training and delivery at local level.

At national level, activities for girls have included the hugely successful Olympic Challenge Days located in various venues throughout Scotland where girls of all ages got to try everything from archery to judo, aqua zumba to gymnastics and so much more. The funding for this project was supplied from the Cashback for Communities national funding and we record our thanks to them for supporting events which offered new opportunities to girls while meeting our healthy living objectives. Other activities have included competition days as well as remote competitions which are undertaken in company to avoid the constraints of distance and cost. However, the bulk of activities for girls are offered at local and Divisional level over and above the normal company programme and we are grateful for the dedicated work undertaken by GB leaders to deliver this.

At the 2012 AGM, Brigade Council voted to adopt a new uniform for girls and leaders and this was made available from October 2012 onwards. It was agreed that there would be a transition period with all members transferring to the new uniform by 31 August 2014. As is the norm in such situations this has resulted in the stock of old uniform items being written off in accordance with the accounting policy set out at Note 1(g). At the same meeting it was agreed to proceed further with an Awards Consultation which was completed in January 2013 and, following a postal vote, adopted by companies. This will see new badges for all sections being available from early 2014.

The Executive and senior staff met together for a residential weekend in November where they heard details of the findings from the Impact Study which had been undertaken in the earlier part of the year. They also benefited from external facilitation about how to take GBS forward strategically while building on the results of the Impact Study and findings from the Developing a Vision process. A similar exercise was undertaken with Commissioners later in the month and they, too, were given an opportunity to identify their priorities for GBS. Subsequently, the feedback from both groups, coupled with issues such as declining membership and the need for succession planning at all levels, has resulted in the Moving Forward Framework being developed and this forms the strategic imperative for GBS until 2015.

GBS continues to work closely with its fellow uniformed organisations via the Four Uniform Group, the Cashback for Communities Small Grants Consortium, Youthlink Scotland and, of course, The Scottish Government to whom we record our thanks for their financial contribution via the UVSF funding stream to support our work. In addition, we also work closely with other agencies, such as Judo Scotland, DofE and others to further develop and deliver our objectives.

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013 (continued)

Work continues, with the support of Catch the Light, an external consultancy, to develop the Brigader programme material for girls in S1-S6. A number of pilot groups have been established to test the new material, which will be available in various formats and will be mapped to Curriculum for Excellence. The material will be ready for the 2014-15 session and it is planned to offer training days to launch the material in Spring 2014.

The properties known as Tayview Cottage and Tayview Bungalow were marketed for sale during the first part of the period under review. By January 2013 both properties had been sold and all responsibilities discharged by GBS. The proceeds of sale will be invested but at this time no decision has been made about how the funds will be used.

Work has continued on marketing and promoting Tayview Lodges at Guay but the usage in the period has been disappointing and plans are in place to address this. A 3 star rating was awarded by Visit Scotland after remedial work was undertaken and it is hoped that this may also help to secure bookings. The Executive continues to monitor the situation carefully as the lodges are currently a financial drain on GB resources and it is hoped that members, as well as the public and other groups, will support the lodges in the year ahead.

A fuller report on activities is contained in the Annual Report to members, copies of which may be obtained from GB HQ.

Financial Review

The Statement of Financial Activities on page 11 shows a surplus for the year ended 31 March 2013 of £171,785. This is due to the sale of the two properties at Guay during the year as there was a small operating deficit during the year on normal activities. The deficit shown on Restricted Funds is due to timing differences, spending money received in one financial year in a later year. (See Note 24). The comparison figures for 2012 have been restated to correct previous errors in showing as Restricted funds which were in fact not restricted. This has been corrected in the year under review resulting in a reduction in the number of Restricted Funds shown in the Financial Statements.

The property at Guay (principally the new lodges) was valued during the year and this has resulted in an impairment charge as the book value (cost plus expenditure capitalised) was greater than the market value. This adjustment is shown in Note 17. Once more firmly established the lodges are likely to be valued by reference to their ability to generate an income for GBS on an annual basis. Considerable effort is being made to increase the attraction of the lodges more widely than the GBS family as additional income would be very welcome for obvious reasons and the recent award of three stars by the Scottish Tourist Board will hopefully assist the marketing of the lodges.

In reviewing the Designated and Restricted Funds and considering what to do with the proceeds of sale from the Bungalow and Cottage at Guay, the Trustees have closed the National Appeal Fund and the Dr Hay Murray Legacy Funds. These have both been exhausted, and their purpose fulfilled. The Executive have designated the sale proceeds as a Development Fund, for the future development of GBS in accordance with plans still being worked on as reported above. On advice they have also designated the proportion of GBS funds represented by fixed assets as these are not readily available to spend, and should make analysis of the financial statements more readily understandable. These changes are all shown in Note 25.

Regrettably, after discussion with HMRC over the possible inaccurate VAT returns filed by GBS, HMRC have insisted that the returns for the relevant years be recalculated and resubmitted to determine our liability. Given the lack of resources this will involve GBS in additional costs and some delay in completing the task. The Financial Statements therefore contain a provision representing the Trustees' best estimate of the potential liability. This is shown at Note 23.

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013 (continued)

Reserves Policy

The Executive has determined that whenever possible uncommitted uninvested funds should be not less than three and ideally equal to six months expenditure on a normal basis, in order to enable the organisation to continue if there were to be a significant drop in income. This does not take in to account the costs of winding up the company or making staff redundant. At 31 March 2013 unrestricted reserves amounted to £971,106 (2012 as restated- £768,292) and the free cash at bank was sufficient to meet the Executive target for reserves.

Investment Policy & Performance

The Executive has appointed Deutschebank Private Wealth Management (previously Tilney) to manage its investment portfolio on a discretionary basis. The Policy is to maximise the long term return on the investment fund subject to the risks normally associated with a balanced approach to portfolio management. Within that policy a conservative risk strategy is adopted. Regular reports are provided to the National Treasurer by the Fund Manager on their stewardship of the funds under management..

Risk Assessment

The Executive has undertaken a risk analysis in order to identify the major risks to which GBS may be exposed. These risks have been reviewed and steps taken to mitigate the risks identified.

Plans for future periods

The strategic initiatives which form the Moving Forward Framework will be the focus of attention for the Executive in the year ahead. This includes:

- the introduction of a revised Queen's Award scheme,
- a new organisation for leaders who are unable to make a full time commitment to company work but who still wish to be active within GBS,
- a complete review of all Leadership training material and assessment tools,
- a new GBS Holiday Leadership qualification and training materials,
- introduction of electronic communication for all leaders,
- changing the format of how Groups work to allow a more flexible and accessible format for volunteer leaders,
- the updating of all policies, procedures and associated forms to streamline child protection and insurance policies and to improve overall risk management,
- review of the Train the Trainer scheme, including the development of a new assessment tool, and
- exploring new ways of recruiting Adult Leaders

Plans are in place for a further Executive residential meeting to allow time for strategic development. Plans are also in place for a residential event for Commissioners as well as a one day event later in the session to allow time for training and discussion of strategic initiatives with this key group.

The Executive has advised companies that no national events or competitions will be held during the 2013-14 session to allow them time to focus on their own initiatives, which has been the request of many leaders in recent years. This will also allow the Executive and staff team to focus on the strategic priorities.

Leadership 3 and DofE Expedition Supervisor's training are planned for the year ahead as is a further Queen's Award residential weekend.

The results of the Impact Study will be formally launched at the 2013 AGM.

The Girls' Brigade in Scotland

Annual Report of the Executive of the Girls' Brigade in Scotland For the year ended 31 March 2013 (continued)

Statement of trustees' responsibilities

The trustees (who are also directors of The Girls' Brigade in Scotland for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 presume that the charitable company will continue in business.

The trustees are responsible for keeping 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.

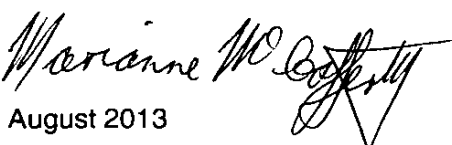
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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 provisions applicable to companies subject to the small companies regime of the Companies Act 2006

Approved by the Trustees and signed on their behalf by:

Name: 
Date: 24 August 2013

MARIANNE MCCAFFERTY

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF THE GIRLS' BRIGADE IN SCOTLAND

We have audited the financial statements of The Girls' Brigade in Scotland for the year ended 31 March 2013 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 6, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustees Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF THE GIRLS' BRIGADE IN SCOTLAND

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors report.

Other Matter

The prior year financial statements of The Girls' Brigade in Scotland were unaudited.

Wylie + Bisset LP

Jenny Simpson (Senior statutory auditor)

For and on behalf of Wylie & Bisset LLP, Statutory Auditor

Wylie & Bisset LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Date: 27 August 2013

*168 Bath Street
Glasgow
G2 4TP*

The Girls' Brigade in Scotland

STATEMENT OF FINANCIAL ACTIVITIES

(including Income and Expenditure Account)

FOR THE YEAR ENDING 31 March 2013

	Note	Unrestricted Funds £	Restricted Funds £	2013 Total £	2012 Total £
Incoming Resources					
Incoming resources from voluntary funds					
Voluntary income	3	59,717	-	59,717	131,044
Activities for generating funds	4	13,007	-	13,007	2,817
Investment income	5	7,000	-	7,000	8,195
Incoming resources from charitable activities	6	326,413	15,520	341,933	352,070
Other incoming resources	7	235,916	-	235,916	-
Total Incoming Resources		642,053	15,520	657,573	494,126
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	8	-	-	-	14,761
Fundraising trading; cost of goods sold and other costs	9	89,704	-	89,704	58,271
Investment management fees	10	619	-	619	797
Charitable activities	11	348,893	46,550	395,443	294,420
Governance costs	12	12,329	-	12,329	10,433
Total Resources Expended		451,545	46,550	498,095	378,682
Net income/(expenditure) for the year		190,508	(31,030)	159,478	115,444
Transfers		-	-	-	-
Net incoming resources before other recognised gains and losses		190,508	(31,030)	159,478	115,444
Other recognised gains and losses					
Realised loss on investments		(1,122)	-	(1,122)	(593)
Unrealised gain on investments	18	13,429	-	13,429	6,561
Net movement in funds		202,815	(31,030)	171,785	121,412
Reconciliation of Funds					
Total funds brought forward – as previously stated		688,342	142,243	830,585	709,173
Prior year adjustments	28	79,950	(79,950)	-	-
Total funds brought forward – as restated	24,25	768,292	62,293	830,585	709,173
Total funds carried forward	24,25	971,106	31,263	1,002,370	830,585

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The Girls' Brigade in Scotland

BALANCE SHEET AT 31 March 2013

	Notes	£	2013 £	As restated 2012 £
FIXED ASSETS				
Tangible Assets	17		375,351	436,400
Investments	18		<u>168,697</u>	<u>149,281</u>
			544,048	585,681
CURRENT ASSETS				
Stock	19	58,817		58,008
Debtors	20	77,462		116,629
Cash at bank and in hand		<u>504,408</u>		<u>299,813</u>
		640,687		474,450
Creditors: amounts falling due within one year	21	<u>170,365</u>		<u>229,546</u>
NET CURRENT ASSETS			470,322	244,904
Provisions for liabilities and charges	23		12,000	-
NET ASSETS			<u>1,002,370</u>	<u>830,585</u>
Unrestricted Funds		345,756		473,129
Designated Funds	25	<u>625,351</u>		<u>215,213</u>
			971,107	688,342
Restricted Funds	24		31,263	142,243
TOTAL FUNDS			<u>1,002,370</u>	<u>830,585</u>

These accounts are prepared in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small entities.

Approved by the Trustees and signed on their behalf.

Name: Marianne McCafferty
 MARIANNE MCCAFFERTY

Date: 24 August 2013

Name: Alistair S Burrow
 Alistair S Burrow
 National Treasurer

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

1. Accounting Policies

a) Basis of preparation

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

b) Fund accounting

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activities are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

1. Accounting Policies (continued)

d) Resources expended

Expenditure is recognised on an accruals 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:

- Voluntary income is received by way of grants, specific funding and donations and is included in full in the statement of financial activities when receivable unless this relates specifically to another accounting period.
- Income resources from activities for generating funds are accounted for when earned. This income includes income from trade of uniforms and other supplies and rental income from properties.
- Investment income is included when receivable.
- Income resources from charitable activities are accounted for when earned and include income generated from the companies' fees and training income.

e) Tangible fixed assets and depreciation

Assets costing more than £1,000 are capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Furnishings	-	25% Reducing Balance
Computer Equipment	-	33% Straight Line
Motor vehicles	-	25% Straight Line
Guay Chalets	-	4% Straight Line

Freehold land and buildings are not depreciated because it is the policy of The Girls' Brigade in Scotland to maintain the property to a high standard and the cost of maintenance is charged to revenue in the year in which it is incurred. In the view of the Executive, the property is recorded at residual value and therefore no provision for depreciation has been made.

f) Investments

Investments are included at market value at the Balance Sheet date. The statement of financial activities includes the net gains and losses arising on revaluations and disposals during the year.

g) Stock

Stock is included at the lower of cost or net realisable value, after making due allowance for obsolete and slow moving items.

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

1. Accounting Policies (continued)

h) Operating leases

Rentals paid under operating leases are charged to the statement of financial activities. The obligation to pay future rentals on operating leases is shown by way of a note to the Accounts.

i) Taxation

The company is a charity within the meaning of Section 506(1) of the Taxes Act 1988. Accordingly the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 505 of the Taxes Act 1988 or Section 256 of Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes.

2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

3. Voluntary Income

	Unrestricted	Restricted	2013 Total	2012 Total
	£	£	£	£
Donations	10,462	-	10,462	4,620
National Appeal	-	-	-	78,069
Scottish Government HQ Grant	46,000	-	46,000	46,000
AGM	3,255	-	3,255	2,355
	<u>59,717</u>	<u>-</u>	<u>59,717</u>	<u>131,044</u>

4. Activities for Generating Funds

	Unrestricted	Restricted	2013 Total	2012 Total
	£	£	£	£
Rental income	13,007	-	13,007	2,817
	<u>13,007</u>	<u>-</u>	<u>13,007</u>	<u>2,817</u>

5. Investment Income

	Unrestricted	Restricted	2013 Total	2012 Total
	£	£	£	£
Dividends and interest on listed investments	6,990	-	6,990	7,996
Interest on cash deposits	10	-	10	199
	<u>7,000</u>	<u>-</u>	<u>7,000</u>	<u>8,195</u>

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

6. Incoming Resources from Charitable Activities

	Unrestricted	Restricted	2013 Total	2012 Total
	£	£	£	£
Membership, support, training and development	326,413	15,520	341,933	352,070
	<u>326,413</u>	<u>15,520</u>	<u>341,933</u>	<u>352,070</u>

7. Other Incoming Resources

	Unrestricted	Restricted	2013 Total	2012 Total
	£	£	£	£
Gain on sale of fixed asset	235,916	-	235,916	-
	<u>235,916</u>	<u>-</u>	<u>235,916</u>	<u>-</u>

8. Resources Expended – Costs of Voluntary Income

	Direct Costs	Support Costs	2013 Total	2012 Total
	£	£	£	£
Cost of National Appeal	-	-	-	14,761
	<u>-</u>	<u>-</u>	<u>-</u>	<u>14,761</u>

9. Resources Expended – Costs of Generating Funds

	Direct Costs	Support Costs	2013 Total	2012 Total
	£	£	£	£
Rental Costs	86,188	3,516	89,704	58,271
	<u>86,188</u>	<u>3,516</u>	<u>89,704</u>	<u>58,271</u>

10. Resources Expended – Investment Management Costs

	Direct Costs	Support Costs	2013 Total	2012 Total
	£	£	£	£
Investment management fees	619	-	619	797
	<u>619</u>	<u>-</u>	<u>619</u>	<u>797</u>

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

11. Resources Expended- Charitable Activities

	Direct Costs £	Support Costs £	2013 Total £	2012 Total £
Membership, support, training and development	351,133	44,310	395,443	294,420
	<u>351,133</u>	<u>44,310</u>	<u>395,443</u>	<u>294,420</u>

12. Resources Expended – Governance Costs

	Direct Costs £	Support Costs £	2013 Total £	2012 Total £
Audit fee	3,090	-	3,090	-
Independent examination fee	-	-	-	3,700
Other Professional Services	-	-	-	5,588
Meeting and travel costs	1,677	-	1,677	1,145
Staff costs	-	7,562	7,562	-
	<u>4,767</u>	<u>7,562</u>	<u>12,329</u>	<u>10,433</u>

13. Support Costs – Breakdown by Activities

	Rental £	Charitable Activities £	Governance	Basis of Allocation
Staff costs	3,516	44,310	7,562	Time spent
	<u>3,516</u>	<u>44,310</u>	<u>7,562</u>	

14. Net Incoming Resources for the Year

This is stated after charging:

	2013 £	2012 £
Depreciation	23,459	655
Impairment on fixed asset	30,906	-
Auditors' Remuneration - Audit Fees	3,090	-
Independent Examiners' Fees	-	3,700
Operating lease rentals - Plant and Machinery	6,361	4,546
- Other	12,000	12,000

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

15. Staff Costs and Numbers

Staff costs were as follows:

	2013	2012
	£	£
Salaries and wages	135,669	131,439
Social security costs	11,635	13,059
Other pension costs	7,126	6,773
	<u>154,430</u>	<u>151,271</u>
Total	<u>154,430</u>	<u>151,271</u>

No employee received emoluments of more than £60,000. (2012: None)

The average number of employees during the year, calculated on the basis of fulltime equivalents, was as follows:

	2013	2012
	Number	Number
Chief Executive (full-time)	1	1
Admin Staff (part-time and full-time)	5	5
Supplies Staff (part-time and full-time)	1	1
Centre Manager	1	1
Total	<u>8</u>	<u>8</u>

16. Trustees' Remuneration and Related Party Transactions

No Trustees received any remuneration during the year. Travel expenses totalling £734 (2012 - £1,145) were reimbursed to 6 Trustees in the year (2012 - 7).

The Trustees have taken out trustee indemnity insurance during the year. The annual premium is £1,045 (2012 - £968)

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2012 - Nil).

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

17. Tangible Fixed Assets

	Freehold land and buildings £	Guay Chalets £	Fixtures, Fittings And Equipment £	Total £
Cost or valuation				
At 1 April 2012	22,005	390,614	29,045	441,663
Additions	-	6,164	5,085	11,249
Disposals	17,933	-	-	17,933
At 31 March 2013	<u>4,072</u>	<u>396,778</u>	<u>34,130</u>	<u>434,980</u>
Depreciation				
At 1 April 2012	-	-	5,263	5,263
Charge for the year	-	15,872	7,587	23,459
Impairment charge	-	30,906	-	30,906
On disposals	-	-	-	-
At 31 March 2013	<u>-</u>	<u>46,778</u>	<u>12,850</u>	<u>59,628</u>
Net book values				
At 31 March 2013	<u>4,072</u>	<u>350,000</u>	<u>21,280</u>	<u>375,352</u>
At 31 March 2012	<u>22,005</u>	<u>390,614</u>	<u>23,782</u>	<u>436,401</u>
The net book value at 31 March 2013 represents fixed assets used for:				
	£	£	£	£
Direct charitable purposes	<u>4,072</u>	<u>350,000</u>	<u>21,280</u>	<u>375,352</u>
	<u>4,072</u>	<u>350,000</u>	<u>21,280</u>	<u>375,352</u>

On 30 March 2013 the Guay Chalets were valued on an open market basis by Messrs CKD Galbraith. The resulting impairment in value has been recorded in these accounts.

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

18. Fixed Asset Investments

	2013	2012
	£	£
Market value at 1 April 2012	149,281	158,964
Additions at cost	33,956	-
Disposals at opening book value	(27,969)	(16,244)
Net unrealised investment gains / (losses)	13,429	6,561
	<u>168,697</u>	<u>149,281</u>
Market value at 31 March 2013	<u>168,697</u>	<u>149,281</u>
Historical cost at 31 March 2013	<u>119,300</u>	<u>108,367</u>

	2013	2012
	£	£
Investments held at 31 March 2013 which are over 5% of portfolio by value are:		
Royal Dutch Shell	15,295	15,397
Johnson Matthey	15,364	16,513
Murray Income Trust	-	11,825
Temple Bar Inv Tr	14,365	11,986
British Assets Trust	-	16,091
Unilever PLC	18,096	13,416
Glaxosmithkline	12,308	11,172
Morrison (W) Supermarkets	9,115	9,834
Vodafone Group	12,502	11,537
Scottish Southern Energy	11,872	10,632
Alliance Trust	8,602	7,366
AXA Fund	20,151	-
New City High	11,263	10,392

19. Stocks

	2013	2012
	£	£
Goods for sale	58,817	58,008
	<u>58,817</u>	<u>58,008</u>

20. Debtors

	2013	2012
	£	£
Trade debtors	10,982	3,229
Other Debtors	66,480	104,060
VAT	-	9,340
	<u>77,462</u>	<u>116,629</u>

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

21. Creditors: Amounts falling due within one year

	2013	2012
	£	£
Trade creditors	2,530	39,215
Other taxes and social security costs	309	-
Other creditors	19,106	26,077
Deferred income (Note 22)	148,420	164,254
	<u>170,365</u>	<u>229,546</u>

22. Deferred Income

	2013	2012
	£	£
Balance at 1 April 2012	164,254	136,487
Amount released to incoming resources	(164,254)	(136,487)
Amount deferred in the year	148,420	164,254
	<u>148,420</u>	<u>164,254</u>

Deferred income comprises membership fee income received in advance.

23. Provisions for liabilities and charges

	2013	2012
	£	£
Provision for VAT liability	12,000	-
	<u>12,000</u>	<u>-</u>

A provision has been made for a historic VAT liability, which resulted from the over-claim of VAT liability in prior years.

24. Restricted Funds

	Movement in funds				Balance at 31 March
	As restated	Incoming	Expenditure	Transfers	
	Balance at 1 April	resources	(gains)/losses		
2012	£	£	£	£	2013
	£	£	£	£	£
Somerville Award	5,699	190	67	-	5,822
Middleton Award	7,896	-	-	-	7,896
Youthlink Scotland Fund	15,146	35	10,569	-	4,612
Companies in Abeyance	2,847	-	-	-	2,847
Youth Scotland Cashback Fund	30,705	15,295	35,914	-	10,086
	<u>62,293</u>	<u>15,520</u>	<u>46,550</u>	<u>-</u>	<u>31,263</u>

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

23. Restricted Funds (continued)

Somerville Award

This fund, which is based on a gift from the Somerville family, is to cover the costs of making an award to a member or group of members of The Girls' Brigade in Scotland. The award will emphasise, in particular, service to the community.

Middleton Award

This fund, gifted in memory of Rev. Clyne Middleton and his parents, Rev Stanley and Mrs Ria Middleton, is to be used for making an award to a member or members for training and development.

Companies in Abeyance

Where a Girls' Brigade company goes in to Abeyance, the funds of that company are transferred to The Girls' Brigade in Scotland according to the constitution. These funds are to be ring-fenced for a period of five years. If, after a five year period, there was no sign of the funds being utilised by the Church to restart a Company the restriction would be removed and the funds applied where required.

Youthlink Scotland

Funds were received to fund a one day Leadership Conference to be held in October 2009 and to facilitate pre and post event surveys with the membership with a view to identifying future training needs. Funding provision is also included in this Grant for the provision of external trainers.

Funds were also received to assist in the running of the Commissioners Forum throughout the period.

Youth Scotland Cashback Grant Fund

This fund is derived from Cashback for Communities and is applied for by National HQ on behalf of and distributed to Girls Brigade Companies. The administration of the grant is done by National HQ.

25. Unrestricted Funds

	As restated Balance at 1 April 2012 £	Movement in funds			Balance at 31 March 2013 £
		Incoming resources £	Expenditure (gains)/losses £	Transfers £	
Designated Funds					
Dr C Hay Murray's Legacy	10,775	-	-	(10,775)	-
National Appeal Fund	204,438	-	-	(204,438)	-
Development Fund	-	-	-	250,000	250,000
Fixed assets	-	-	-	375,351	375,351
	<u>215,213</u>			<u>410,138</u>	<u>625,351</u>
General Funds	<u>553,079</u>	<u>642,053</u>	<u>439,239</u>	<u>(410,138)</u>	<u>345,755</u>
	<u>768,292</u>	<u>642,053</u>	<u>439,239</u>	<u>-</u>	<u>971,106</u>

The fixed asset fund reflects the funds tied up on the net book value of the fixed assets.
The development fund represents monies set aside for future developments.

The Girls' Brigade in Scotland

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 March 2013

26. Analysis of Net Assets between Funds

	Tangible fixed assets £	Investments £	Net current assets £	Provisions	Total £
Restricted funds	-	-	31,263	-	31,263
Unrestricted funds	375,351	168,697	439,059	(12,000)	971,107
Total funds	<u>375,351</u>	<u>168,697</u>	<u>470,322</u>	<u>(12,000)</u>	<u>1,002,370</u>

27. Commitments

Lease Commitments – operating leases

	2013	
	Land & Buildings £	Other Leases £
Less than 1 year	15,635	2,034
2-5 Years	9,143	4,242
After 5 Years	86	86

28. Prior Year Adjustment

During the preparation of the accounts it became apparent that amounts previously reported as restricted income and unspent restricted funds were in fact unrestricted. Opening balances have therefore been restated to reclassify £79,950 of restricted fund balances as unrestricted. There is no impact on the reported surplus for any year.