

Co Reg No. CS 001786
Charity No. SC 047081

Bannockburn House Trust
Trustees' Report and
Financial Statements for the year to
31st March 2022

Bannockburn House Trust SCIO

Index

	Page
Trustees' Report	3 - 23
Statement of Financial Activities	24
Balance Sheet	25
Notes to the Financial Statements	26 - 34
Report of the Independent Examiner	35

Trustees' Report for the year to 31 March 2022

Table of Contents

Trustees' Report for the year to 31 March 2022	3
1 - Objectives and Aims	4
Achievements and performance	4
3 - Main House	5
3.1 – Toilet Block	5
3.2 – “I Do”	5
3.3 - Archaeology Week	6
3.4 - Bee Project	6
3.5 - Mark Leslie Exhibition	7
4 - Gardens	7
6 - Volunteering engagement	9
6.1 – Volunteers	9
6.2 - Garden volunteering	9
6.3 - Construction volunteering	12
6.4 - History group	12
6.5 - Events Team	13
6.6 - Employability Projects	15
6.7 - Kickstart/Stirling Council Placements	15
7 - Evaluation of project.....	16
8 – Impact.....	17
9 - Human Resources and Networks	17
10 - Financial review	178
10.1 - Reserve's policy	18
11 – Future	18
12 - Structure, governance, and management	18
12.1 - Governing document	18
12.2 - Appointment of Trustees	18
12.3 - Trustees' induction and training	19
12.4 - Organisational structure	19
12.5 - Key management personnel	19
12.6 - Risk management	19
12.7 - Related parties and co-operation with other organisations	20
12.8 - Pay policy for senior staff	20
13 - Trustees.....	20
13.1 - Trustees' responsibilities statement	20
13.2 - Reference and Administrative Information	21

Trustees' Report for the year to 31 March 2022

The trustees have pleasure in presenting their report, together with the financial statements for the year to 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 1A).

The Charity is registered as a SCIO (Scottish Charitable Incorporated Organisation) with the Office of the Scottish Charity Regulator (OSCR).

1 - Objectives and Aims

As described in the governing document, the charitable purpose of Bannockburn House Trust is the preservation of the house and its grounds to provide a community space for both the people of Bannockburn and a wider audience. This involves a substantial conservation project for both house and grounds, which will take a considerable amount of time and effort.

The year to 31st March 2022 continued to be a difficult time with the presence of the global pandemic, Covid 19 still very much around. This meant that volunteering was still severely affected.

It is with great pride and delight though that the Trustees can report the work at Bannockburn House continued through this time and we were successful in many areas.

The easing of some restrictions allowing volunteers and visitors to slowly return to the House over the course of the year, with the House opening back up and events taking place without the need to be online or restricted in numbers was a huge positive and great to see after a tough time over the pandemic.

Some of the meetings continue to take place through zoom, such as monthly volunteer meetings and the weekly history group, but many events are taking place at the House again.

Achievements and performance

2 - Membership

BHT had 583 members as at end of March 2022. Membership is currently free, and members are kept informed of developments through regular newsletters. The Trust continues to look at effective ways to engage and build membership within the local area.

Trustees' Report for the year to 31 March 2022 (continued)

Main Activities Undertaken

3 - Main House

3.1 – Toilet Block

The clearing of the courtyard area, and the entire rebuilding of the outbuildings, to then convert them into toilets and build a drainage system, including a septic tank and soak away installation was completed. It has been a real labour of love from all involved. Photographs below illustrating the finished product.



3.2 – “I Do”

We had the pleasure of hosting the very first wedding at the House for 80 years. Below is the write up it had in the local paper.

It was a very successful event and many of the guests had never been to the House before. A few liked it so much that they are now members of the volunteer team.

The success of this event is totally down to the dedication of the staff and volunteers, and we are pleased to share that there are more weddings booked over the next few years



Trustees' Report for the year to 31 March 2022 (continued)

3.3 - Archaeology Week

We had a very sizeable volunteer turnout for the excavation of the Victorian midden in the West Field. This included a family event with 31 parents and children attending and c.8 people attending daily through the following week.

The event was so successful that further work is planned on the site during July with additional volunteers. Discoveries, aside from medieval to Victorian ceramics, include a circular stone structure, likely a coal heugh.



3.4 - Bee Project

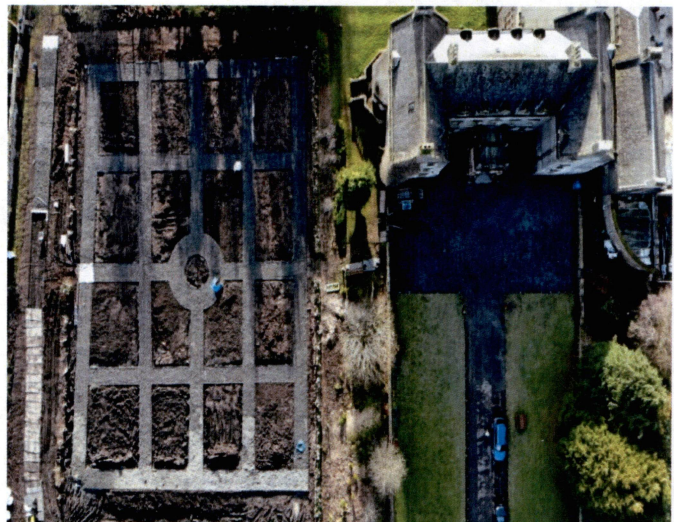
We have now established two bee colonies in the west field. We also have 4 beekeeper volunteers having completed their training and two additional experienced beekeepers. We intend to build the colony numbers up to ten, over the next three years. Ross Caldwell has coordinated volunteers in building a traditionally constructed hut in the shape of a honeycomb.

Our five beehives established during 2021 have surprisingly produced 60lb of honey. We have sold most at £5 per jar.

16 05.05.2021 InYourArea.co.uk



Trustees' Report for the year to 31 March 2022 (continued)



The Master Plan

A significant amount of work has been completed on business planning, design work and funding negotiations for what has become known in the Trust as the “City Deal” project. Through this project, the Trust aims to redevelop the Victorian outbuildings known as the Chauffeur’s Cottage, Stables, and walled gardens to open income streams and maximise usage. The proposal is to convert the cottage and stables into offices, a bistro, workspace hire, toilets, and events space. This will give an opportunity to create jobs, volunteering, and training opportunities. This project has taken quite a degree of time to develop, with a few bumps along the way. We currently have Planning Permission; a QS costing and have recently made a revision to the plans to account of Covid-19 issues. Currently, we have a budget line of £840,000 within Stirling Council’s City Deal allocation for 2021/2023.

Independent evaluation consultants concluded that the gross long-term economic impact of delivering the masterplan (when fully realised) would generate 65 jobs Gross Value Added (GVA) of around £2.6 million each year, of which £2.2 million and 55 jobs will be captured within Stirling. The Master Plan implementation will be long term and it is viewed as a general direction map rather than a prescriptive route. The end of this document will detail our current priorities within the plan.

Trustees' Report for the year to 31 March 2022 (continued)

6 - Volunteering engagement

6.1 – Volunteers

Volunteering is at the heart of our efforts towards our goals at Bannockburn House and with 299 plus registered volunteers we have a strong pool of talent to draw from and we have continued to develop the volunteering teams to achieve our operational objectives. Bannockburn House volunteers are organised into several functional teams including Construction, Gardens, History, Archaeology, Events, Retail/Merchandise, and housekeeping/hospitality as well as ad hoc groups per activity.

The table below illustrates the different volunteer teams present at the House and how many volunteers are involved in each.

History Team	Shop/craft Team	Construction Team	Gardening Team
15	4	17	20
Archaeology Team	Events Team	Marketing Team	Paranormal Team
1	Varies per event	0	25
Beekeeping Team	Wallunters Team	Dining Room Team	Cleaning Team
9	6	6	2

The table below illustrates how many volunteer hours were recorded for each month. Volunteer hours increased throughout the year as the Covid-19 restrictions eased and events were taking place in person at the House.

Monthly hours – month	Volunteer hours
May 2021	398
June 2021	603
July 2021	973
August 2021	712
September 2021	1042
October 2021	562
November 2021	602
December 2021	602
January 2022	560
February 2022	586
March 2022	848
TOTAL Estimated Hours	7488

6.2 - Garden volunteering

In April 2021 we were just coming out of the restrictions of the Covid 19 lockdown and the restrictions this had placed on groups of volunteers working together.

April 2021 'Tatties in a Bag'

We issued Carrier Bags filled with compost, for growing 5 potatoes, to 75 families. House volunteers distributed them to the participating households. All bags contained a straightforward set of growing instructions with pictures and contact details via our websites should they need help or encouragement.

Trustees' Report for the year to 31 March 2022 (continued)

'Raised bed kits' This is something we started in lockdown, and we have continued it each year.

25 Participants were given the raised-bed kit, 5 large bags of compost to fill it and growing instructions for 'plug' plants (young vegetable plants growing in small plugs of soil) which we were able to supply for them to grow on during the summer. We also included links to helpful websites and videos.

'Cook - along' Facebook live broadcasts begin.

Across Spring and Summer '21 we held five Facebook live 'Cook - along' broadcasts which averaged 30 participants for each menu. Where possible we grew the ingredients required - parsley, leeks, rhubarb, courgettes etc. After a week of the video being available on Facebook live, we averaged about 700 views for each program.

May 2021:

We held an online 'Children's Growing Project' where we asked them to get an almost complete eggshell (minus the top slice) which was then filled with compost and sprinkled with grass seed. The children drew faces on the eggshell and when the grass grew in it looked like green hair.

We also supplied plants to three local nursery schools with plants to grow on in their raised beds.

June 2021: 'Archaeology dig in the Victorian Midden'

Preparation of the area for the archaeology dig took a few days of planning and effort to trim the long grass, begin digging holes and backfill once the dig was complete.

'Gardeners' graffiti' - we found several examples of pencil graffiti on the back of the door in a garden outhouse that pre-dated the first World War. After some liaising with the history team, we were able to identify two of the signatories as children of the Wilson family who were the house occupants at that time.

July 2021:

Members of *Bannockburn Rugby Club* and some supporters came along one weekend to help us lay the paths around the polytunnels. These were relatively easily laid as they consisted of honeycombed sheets which were laid flat and backfilled with loose gravel. The walls of the honeycomb hold the gravel in situ and prevent it slipping away.

There was a film shoot and a visit from the Scottish Childminders who were investigating the possibility of an outdoor venue for pre-school children to play safely.

August 2021:

Our volunteers helped to build a 'Mud Kitchen' for pre-school children. This has become a regular feature and is called 'Muddy Mondays'

The children are accompanied by registered childminders and can have a safe environment in which to play, with access to easy seed-sowing and growing projects for children. We have created a picnic area as an area where they can eat their lunch. There are hand washing facilities and the option of sheltering in a nearby polytunnel should it rain.

August saw our first wedding in this new era for the house. We supplied flowers to decorate the house, petals for confetti and several young apple trees in pots were placed around the Laigh Hall to adorn the area where the wedding took place.

Trustees' Report for the year to 31 March 2022 (continued)

September 2021:

We took on three '*Kickstart*' employees.

These three young lads did not know very much about gardening, and we had to craft a suitable schedule of training for them to develop their skills with growing, operating machinery safely and learning about all aspects of gardening. After the initial shock of working outdoors in chilly and damp Autumn weather they integrated themselves well into the staff team and were a valuable addition to the garden team throughout the winter months as this was when we began our most ambitious project of installing the growing beds and paths in the now cleared-out Enclosed Garden.

They learned many skills - how to strim safely, drive the mini tractor, plant apple trees, erect fencing, growing skills, cleaning found archaeology items, discipline, punctuality, and teamwork.

October 2021:

Preparations for the path building project involved lots of diverse jobs as there was still quite a lot of the previous garden still there e.g., old compost bins which had to be dug out and then dismantled; holly hedges that had to be reduced in height or removed; skips to fill, grass-cutting, measuring and setting out of the designs and layout. There were opportunities for the Kickstart employees to learn about careful measuring, taking levels across the terrain, deciphering design plans, looking after equipment as well as wider gardening skills - pruning trees, moving felled trees and hedges, safe bonfires and how to turn left-over pieces of wood into *Reindeer for our Christmas Fayre*.

November / December 2021 / January 2022:

Building the new Enclosed Garden and path network

Work was predominantly taken up with creating the paths and growing beds for the new garden. Moving endless mountains of type 1 hardcore was very demanding. A watching brief for any possible archaeology was maintained whenever we were excavating new pathways and the wider garden was ultimately prepared for the oncoming winter. It was cold, wet, muddy, tiring work for everyone, but the results are fantastic, and it is satisfying to know that we have achieved this ourselves.

February 2022:

February was taken up with finishing the paths and beds and beginning to level the piles of soil heaped up in each of the 16 new growing beds. The weather was wet, freezing and dreich.

Rubble and debris had to be removed from the soil that had been placed in the growing beds and very gradually the new garden began to take shape. Soil takes a long time to settle and rebuild after such drastic upheaval and there are no shortcuts, so it was a case of hard graft.

'New Herb Gardens'

Planning is an important part of any new garden, so a proposal was put before the board and a plan was made to create four herb gardens. Each bed was to represent herbs for a particular purpose e.g., medicinal herbs, herbs for cosmetic use, culinary use and dyeing and brewing.

We successfully applied to the Stanley Smith (UK) Horticultural Trust for grant funding.

March 2022:

We created a new water supply for the Enclosed Garden. and created a path from the front of the house round to the new toilet block which is wheelchair compliant.

'Sow and Grow workshops'

We began this project, which consisted of six half-day workshops with a total of seventeen people participating. During these workshops they learned about soil and its various types, how to sow seeds, move the seedlings into bigger pots, plant out and grow on and how to safely use various tools to develop their growing skills and confidence and thereby successfully grow their own food.

Trustees' Report for the year to 31 March 2022 (continued)

Funding received:

Stirling Community Pride award - £ 1,500 for gravel/grid paths at the polytunnels

Stanley Smith (UK) Horticultural Trust - £ 2,500 for the new herb gardens '*Plants with a Purpose*'

CSGN - path project and food growing

CSET - tree work and animal proof fencing (rabbits and deer)

CCEF

Place Based Investment Fund which was for the Enclosed Garden path project.

6.3 - Construction volunteering

The construction volunteer team has developed their work to a high level. Aside from carrying out routine repairs and maintenance, liaising with professional contractors, carrying out areas of high level works that they are qualified to do, the team has delivered its largest area of work in clearing the courtyard area, entirely rebuilding the outbuildings, converting them into toilets and building a drainage system, including a septic tank and soak away installation.

This work took place (within government guidelines) during the Covid lock-down period and involved c.4000 volunteer hours, valued at c.£80,000. There was a strong emphasis on learning and passing on traditional, construction techniques.

6.4 - History group

The Bannockburn House Trust History group has met consistently over the period and on a weekly basis. The lockdown period marked a transition to virtual meetings which operated with an average of a dozen members attending each meeting. History volunteers provide the team of voluntary tour leaders, researchers on aspects of history surrounding both the House and its occupants, drafting both adult and children's guidebooks for the House, providing a curatorial role for the House and acting as the host for a series of seminars of local history matters throughout lockdown. The Bannockburn House volunteer History groups' primary purpose has been the conduct of research and promotion of education related to the History of the House and local area, aside from the curation of tours around the House. Each of its weekly meetings focuses on mutual learning and has involved three student projects from both Stirling and Oxford Universities.

Over this period the group has discovered a link with Summerlee Museum at Coatbridge, late'21.

There are two large paintings in Summerlee Museum which once hung in Bannockburn House: 'Curlers at Rawyards' and 'The Rankin Family 1853'. The paintings had been listed in an insurance valuation in 1958 and noted as having been in the large safe in Bannockburn House.

Another discovery came from family solicitors' records held by North Lanarkshire County Archives. These concerned the sale by auction of Bannockburn House by Miss Mitchell in 1960 and included her letters proving the donation of the two paintings to Airdrie Council just before the auction took place. Summerlee had been unaware of their provenance due to the various council reorganisations in the 70s.

The paintings were listed in an insurance valuation in 1958 and noted as being in the safe!

From there a blog was written about it and Summerlee published this also.

Post pandemic we re-instated tours in the summer 2021, more Face-to-Face, Doors Open Days and Christmas events.

January to March '22, three volunteers in the group attended Forth Valley College and completed a Tour Guide Course which included developing individual tour talks for selected heritage sites in Stirling. We delivered these via a joint walking tour round Top of the Town Stirling.

Trustees' Report for the year to 31 March 2022 (continued)

6.5 - Events Team

In the aftermath of the pandemic and our events moving to a digital and online audience, there were obvious implications upon our ability to generate our own funds through our events program. Through the year of 2021, there were many varying regional restrictions based on the amount of people that could meet within a public space. Until June/July when restrictions really allowed for events to happen again our events calendar was relatively quiet, meaning that the rebuilding of our income streams was gradual.

From January 2022 onwards we have seen an incredible increase in demand as well as a public desire to return to public events again. Our calendar from 2022 onwards has been running close to capacity throughout the year, with a rich diversity and ongoing program of events experienced by visitors from across the country.

During the period of March 21 – March 22,

- We generated **£21,987.50** in unrestricted income towards the house
- Guests in attending events at the house of **2730**
- **75** internal & external hire Events

The table below illustrates the Events timetable throughout 2021 as the Covid-19 restrictions started to ease.

Bannockburn House Trust SCIO

<i>Event Name</i>	<i>Event Date</i>	<i>Numbers</i>
Anne Sheils - Photoshoot	Sun 9th May 2021	3
World Productions - Filming at House	31st May 2021	150
Scottish Tourism Network	9th June 2021	12
Anne Sheils - Photoshoot	12th June 2021	3
John Adams - Photoshoot	Sat 19th June 2021	4
M8 - Photogrphay Group	Sat 4th July 2021	30
Leigh Fitzpatric - Photoshoot	Sat 10th July 2021	6
Dance Pointe Academy	Sat 20th July 2021	6
Amerz Hardy (AnnMariee Kerwick) - Photoshoot	Sat 24th July 2021	6
Wedding @ BBH - Erin & Robert	Fri 13th Aug 2021	120
Paul Toner - Photoshoot	Sat 14th Aug	6
Scene Stirling Exhibition	Sun 22nd Aug	100
Trossachs Search & Rescue	Sat 28th Aug	25
Lone Vigil Investigations	Fri 3rd Sept 2020	30
Mark Leslie Exhibition	Sat 4th Sept - 1st October	250
HES - MSc Visit	Tues 14th Sept	10
Door Open Day 2021	Sat 18th Sept	100
Kenny Bates - Recording	Tue 21st Sept - 24th Sept	8
Elite Paranormal	Sat 25th Sept	30
Trossachs Search & Rescue	Sun 3rd Oct	25
History & Horror Tours	Thur 7th Oct	20
GOSSIP Collective Exhibition	Sat 9th Oct	30
GOSSIP Collective Exhibition	Sun 10th Oct	20
History & Horror Tours	Thur 14th Oct	20
Benji Bateman - TERN TV additional 3 hours	Fri 15th Oct	
Benji Bateman - TERN TV	Sat 16th Oct 2021	15
History & Horror Tours	Thur 21st Oct	20
Amerz Hardy - Photoshoot	Sat 23rd Oct 2021	6
Bannockburn Rugby Club- Photo	Sat 23rd Oct 2021	18
Fighting Spirit Paranormal Investigators	Mon 25th Oct	25
History tour (for gardening vols)	Tues 26th Oct	
History & Horror Tours	Thur 28th Oct	20
Stephen Kelly- Film Shoot 4 hours	Fri 29th Oct	10
Alasdair McPherson tour- will pay donation	Sat 30th Oct	5
Sefton Paranormal	Sat 30th Oct	30
Sefton Paranormal	Sun 31st Oct	10
Benji Bateman - TERN TV additional 1 hour	Wed 3rd Nov	
Haunting Nights	Sat 6th Nov 2021	30
Xmas Fayre Promo video filming	Sat 20th Nov 2021	
PCE Paranormal Investigation	Sat 20th Nov 2021	30
The Scottish Ghost Company	Sat 27th Nov 2021	30
David Ho Photo shoot	Sun 28th Nov 2021	10
Tammy Dyson photoshoot	Mon 29th Nov 2021	6
Bannockburn House Christmas Fayre	Sat 4th Dec & Sun 5th Dec	1000
HES - MSc Visit	Mon 6th Dec 2021	10
Leigh Fitzpatrick Photography shoot	Sun 12th Dec	6
Zoe Young - Photoshot	Mon 13th Dec 2021	6
Totals for 2021- March - Dec		2301

Bannockburn House Trust SCIO

Trustees' Report for the year to 31 March 2022 (continued)

The table below illustrates the Events that took place from January 2022- March 2022.

<i>Event Name</i>	<i>Event Date</i>	<i>Numbers</i>
Ancient Key of Stirling	Fri 7th Jan 2022	50
Jacobite Lectures	Sat 15th Jan 2022	30
amerz Hardy Photoshoot	Sat 16th Jan 2022	6
David Ho - Photoshoot	Sun 16th Jan 2022	6
David Ho - Photoshoot- Kickstarters	Tue 18th Jan 2022	5
Scottish Paranormal	Sat 22nd Jan 2022	30
Paul Hannon - Paranormal Investigation	Sat 5th Feb 2022	24
Stirling District Tourism - Tour	Fri 11th Feb 2022	4
West Lothian Paranormal	Sat 12th Feb 2022	30
David Ho - Photoshoot	Sun 20th Feb 2022	10
Tour for Battle of Bannockburn Site	Sat 26th Feb 2022	8
BHT Paranormal stewards training night	Sun 27th Feb 2022	21
Haunting Nights	Sat 5th March 2022	33
Tabitha Boydell - photoshoot	Sat 12th March 2022	10
Kirsty Duncan - musician	Thurs 17th March 2022	4
Scottish Paranormal Elite	Fri 18th March 2022	6
Anne Sheils Photoshoot	Sat 19th March 2022	4
Bannockburn House paranormal fundraiser	Sat 19th March 2022	24
Stirling Social 50+ Historical Tour & Tea	Sun 20th March 2022	9
HeS - MSc Visit	Mon 21st March 2022	10
Stirling Food Partnership Relaunch	Thursday 24th March 2022	15
Present tents erecting wedding tent	Fri 25th March 2022	
Fiona Settery - Birthday Party	Sat 26th March 2022	70
Shakespear Kids - Battle of Bannockburn Film	Sun 27th March 2022	10
Scene Stirling - Parsifal Dance Project	Sun 27th March 2022	10
Totals for 2022 – Jan - March		429
Totals for March 2021 – March 2022		2730

6.6 - Employability Projects

Both Amanda (Volunteer Co-ordinator) and Ross (Event Manager) have worked hard to establish several employability related projects:

- **Kickstart:** we will be recruiting 2 long term unemployed young people to work with us of 6 months, financially supported by the Kickstart scheme.
- **Stirling Council:** we are currently hosting an 8-week, 1 x day pw programme for 4 young people in partnership with Stirling Council
- **Stirling Community Enterprise:** working in partnership with SCE on a traditional building skills programme for 8 young people. They will entirely refurbish (like for like) the semi-derelect old boiler house opposite the Chauffeur's Cottage. All costs will be met by SCE, including materials. This will be on two days per week from September through to March 2022.

Trustees' Report for the year to 31 March 2022 (continued)

6.7 - Kickstart/Stirling Council Placements

Amanda (Volunteer Co-ordinator) and Sheila (Project Support Manager) have put in a huge amount of work in recruiting three young men to six month "Heritage Assistant" posts with us. The three young men come from Bannockburn and St. Ninians and are all aged around 20 and have been unemployed for some time. They will spend time on construction, gardens, events, and the House with added job search support. Two of the young men are funded through the UK Government Kickstart scheme. Amanda was successful in negotiating support for the third through Stirling Council.

MARTIN LINDORES	Kickstart funded	Start date 08/09/2021
MATTHEW REID (known as Matt)	Stirling Council funded	Start date 08/09/2021
MATTHEW WALLACE	Kickstart funded	Start date 15/09/2021

7 - Evaluation of project

Richard Marsh, of 4C Consulting, was appointed to evaluate BHT's activities through a competitive tendering exercise delivered by two Trustees.

The summary is included here: "All objectives have either been met or partly met with further progress likely.

- Securing further capital investment is vital to move into the next (second) phase of development. The success of the projects delivered by the Trust appears to be underpinned by four critical factors: Bannockburn House and gardens are an exceptional national asset with significant untapped potential. There is clear potential to grow links between other historic and cultural attractions within the region and this is already being developed.
- The development of a highly skilled, passionate and dedicated group of volunteers has been key to the success of many of the Trust's projects. BHT has developed an approach linking the continued development of its volunteers with the delivery of activities and events. This has helped create a virtuous circle where most of the Trust's new volunteers are gained through the day-to-day operation of Bannockburn House.
- The use of consultants to help the Trust evolve in its early stages has worked well. The consultants are specialised (community ownership, board governance, volunteer development) and have an excellent knowledge of the local community and commitment to the projects.
- The consultants have refrained from delivering the project directly and instead provided enough room for the board and other volunteers to gain experience themselves. At this early stage in the Trust's existence there is some evidence that this has led to better resilience within the Trust
- The project has benefited from a diversity of interests and activities. We have identified three distinct interest groups but even within these groups there are several sub-groups. This has allowed (or necessitated) greater independent working across the different groups with the resulting high levels of enjoyment and engagement from the volunteers and agile and creative approaches to developing community links and generating income.
- There is some evidence of volunteers losing contact with their groups. It would be worthwhile exploring how each group can communicate their plans once the Covid-19 restrictions begin to lift.
- Where activities were highly enjoyable volunteers tended to feel like they made the least difference. It would be worthwhile for the Trust to explore how the value of all volunteering activities can be communicated to all volunteers.
- Nearly nine of out of ten female volunteers came from highly skilled backgrounds. However, female volunteers accounted for all the cleaning activities and few managing or co-ordinating roles (in our survey).
- Broadening this example beyond gender, it would be worthwhile exploring how tasks and roles could be advertised more widely across the Trust's volunteers. This would help ensure any opportunities are take full advantage of the rich bank of skills available to trust and avoid focusing on relatively small group of usual suspects.

Trustees' Report for the year to 31 March 2022 (continued)

Human Resources and Networks

People remain BHT's most important asset and resource. We will seek to inspire and motivate volunteer input through sound informative communication and empathetic management and promote and obtain support from key stakeholders such as Stirling Council, Historic Environment Scotland and the Scottish Government.

We will strive to maintain an appropriate workforce (employed and volunteer) to optimise quality of service and production and play an active part in 'Covid Recovery' plans for health and social support, training, and employment.

We will ensure the Board and Executive Management provide sound leadership and act as promoting champions and invest in, and practice succession planning to ensure varied and enthusiastic membership who can take the project forward through the different phases.

We will maintain an up-to-date website and effective regular communication on social media platforms.

8 – Impact

Despite not being able to have many volunteers come to the house during the beginning of 2021 we continued to build our volunteer base having achieved this using social media and engagement with other agencies. Many of our established volunteers provide research and/or home-based work so this did not change and through zoom meetings advertised through social media we were able to continue to engage and recruit volunteers. For many of our volunteers Bannockburn House has become a lifeline to a different experience and way of life.

Many volunteers are local to the area and the house provided an outlet, an interest and at times, a boost to mental health enjoying the social aspect and interesting community experience. Covid put a stop to this for a time and we were concerned about our volunteers and how this might affect them, therefore we looked at providing as many virtual events as possible as well as providing a delivery service of food/shopping where needed through the lockdown.

The Trust has continued to provide training opportunities for our volunteers and experiences to develop new skills as well as enjoying the social aspect in a supportive environment and in line with Covid safety measures.

Volunteers have maintained their status as the life blood of this project, being the driving force of what we want to achieve and being part of developments every step of the way. Volunteers are from many different backgrounds and bring a huge range of different skills to the project.

Friendships have continued to be developed throughout this period and the sense of being part of something and the comradeship which has developed at Bannockburn House is both amazingly productive and wonderful to witness. Covid-19 put a small dent in this for a while, but Bannockburn House volunteers are resilient and continue to give their all, in time, energy, knowledge, expertise and at times, a bit of muscle for the heavier jobs.

The project continues to grow, and this has been proven when the restrictions started to ease later in 2021 and the number of volunteers that were present at the House was a very pleasant sight to see.

9 - Human Resources and Networks

People remain Bannockburn House Trust's most important asset and resource.

We will seek to inspire and motivate volunteer input through sound informative communication and empathetic management and promote and obtain support from key stakeholders such as Stirling Council, Historic Environment Scotland, and the Scottish Government.

We will strive to maintain an appropriate workforce (employed and volunteer) to optimise quality of service and production and play an active part in 'Covid Recovery' plans for health and social support, training, and employment.

We will ensure the Board and Executive Management provide sound leadership and act as promoting champions and invest in, and practice succession planning to ensure varied and enthusiastic membership who can take the project forward through the different phases.

We will maintain an up-to-date website and effective regular communication on social media platforms

Trustees' Report for the year to 31 March 2022 (continued)

10 - Financial review

The Trust will maintain robust financial and budgeting processes that ensure prudent, competent, and secure stewardship of financial resources along with maintaining transparent financial records and accounts monitoring outturn against budget.

We will maintain a robust rolling 3-year business plan that sets out priorities and is updated as necessary to take account of forecast income and work towards agreeing a visitor charging strategy for designated areas of the site in future.

We will continue to secure funding for priority work on the main house and secure funding to develop the proposed chauffeurs' cottage café and event space, car parking and volunteer hub. Deliver and complete external main building repairs and establish proposed 'Bannock Bothies' self-catering accommodation by 2023.

Maintain volunteer numbers at 200 with an active base of 100 active volunteers every year.

10.1 - Reserve's policy

The trustees aim to maintain General Fund reserves at a level that equates to 6 months of recurring operational costs (insurance, security, equipment hire etc.) The General Fund balance held on 31st March 2022 was £ 134,178 (2021: £72,944). The Restricted Fund balance is £822,473 (2021: £779,520 and a detailed breakdown of these funds is given in note 14. Bannockburn House Trust is financially stable, but we continue to seek additional funding for the immediate necessary repairs to the main house and to fund projects for the outbuildings and grounds which have an historical significance.

11 – Future

By 2026 we will seek to:

- make significant progress in the restoration of the house and gardens
- develop, using local trades/trainees where feasible, car parking, visitor facilities and a café within the chauffer's cottage and stables
- be in the top 5 most visited heritage attractions in the Stirling City area
- maximise the use of facilities by the community for social / recreational / leisure purposes
- provide a wide variety of professional and volunteer led events
- maximise the income potential in all activities to operate and maintain the estate.

The Next Two Years

In the next two years our priorities will be to:

- ensure the main house is structurally safe, wind and watertight and presentable
- maintain and develop an appropriate volunteer base and workforce
- provide car parking and develop the chauffer's cottage and stables
- Repair and refurbish the external of the main House
- continue to develop and enhance the gardens, parklands, and woodland
- maintain & increase volunteer contribution to the Trust
- organise events to generate income and community engagement seek and maximise fundraising from available sources to support capital development and operational expenditure.

12 - Structure, governance, and management

12.1 - Governing document

Bannockburn House Trust (BHT) was registered on 10 January 2017 as a Scottish Charitable Incorporated Organisation (SCIO) with the charity number SC047081 within the terms of its governing document, a written constitution.

Trustees' Report for the year to 31 March 2022 (continued)

12.2 - Appointment of Trustees

Up to 7 individual persons can be elected as Trustees by the Ordinary Members in the General Meeting (they themselves must be Ordinary Members).

In addition, up to 4 individual persons can be co-opted, to ensure a spread of skills and experience within the Board. (The original constitution stated that there should be up to 8 ordinary members and 3 co-opted members, resolution was passed on 27th March 2019 to make the change).

At the second and subsequent Annual General Meetings of the charity, one-third of the Elected Trustees (or the nearest number upwards) shall retire from office.

A retiring Elected Trustee shall be eligible for re-election after one term of office, but no trustee can serve more than two consecutive terms of office, without at least one year out of office before being eligible again.

12.3 - Trustees' induction and training

New trustees are briefed on their legal obligations under charity law and are informed about the charity's constitution, in particular the Code of Conduct for Charity Trustees, the committee and decision-making processes and recent financial information of the charity.

The OSCR publication – "Guidance and Good Practice for Charity Trustees" is held by the charity and is available for training new trustees.

12.4 - Organisational structure

The structure of the organisation comprises those individuals who made the application for registration of the SCIO together with; Ordinary Members, Associate Members and Junior Members (the description of each is laid out in the Constitution).

The charity must have a minimum of 20 members and at least three quarters of the membership must be Ordinary Members (i.e., residing in the postcodes laid out in Annex 1 to the Constitution).

If the number of Ordinary Members falls below three quarters of the members of the organisation, the Board may conduct essential business and to ensure the admission of sufficient Ordinary Members to achieve the minimum number and/or take steps to maintain the majority.

Only Ordinary Members can vote at general meetings and elect people to serve as trustees (Elected Trustees).

No business shall be dealt with at any general meeting unless a quorum (the greater of 10 Ordinary Members or 10% of the Ordinary Members) is present.

Administration of the charity is the responsibility of the Board of Trustees who convene on a regular basis. The Board comprises both Elected and Co-opted trustees and must have a minimum of 3 members and a maximum of 11.

The quorum for Board Meetings shall not be less than 50% of all the Trustees provided that the Elected Trustees are always in the majority.

Members of the Board of Trustees are all volunteers who receive no remuneration for their work.

12.5 - Key management personnel

The Trustees consider the Board of Trustees (who under the terms of the Constitution control and direct the affairs, property, and funds of the charity) to be the key management personnel.

No Trustee may serve as an employee (full time or part time) of the charity and no trustee may be given any remuneration by the charity for carrying out their duties as a trustee.

Details of Trustee's expenses and related party transactions are disclosed in Note 2 to the accounts.

Trustees' Report for the year to 31 March 2022 (continued)

12.6 - Risk management

At present, risk management is focused on the restoration phase of the project.

The key considerations, therefore, are good site management and consideration of the financial risks.

The principal risks to the project are addressed as follows:

- Maintaining a safe working environment and adhering to Health and Safety procedures,
- Ensuring that the fire risk is reduced whenever possible and fire alarms are always fit for purpose,
- Strict site security is maintained
- Adequate insurance policies for client and contractors
- Strict control of programme and costs by the Project Manager and detailed financial planning by the trustees to ensure funds are available when required.

Beyond the restoration period, it is envisioned that the trustees will have a risk management strategy which comprises:

- an annual review of the principal risks and uncertainties that the charity faces.
- the establishment of policies, systems, and procedures to mitigate those risks identified in the annual review.
- the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

12.7 - Related parties and co-operation with other organisations

Trustees are obliged to declare any potential conflict of interest or loyalty between themselves and any outside matter or third party. We can confirm that no such conflicts exist.

Connections and relationships have been built with other publicly owned organisations including the local council, Historic Environment Scotland, The Engine Shed, Stirling, Stirling City Heritage Trust, Heritage Trust Network Trust, Conservation Architects, Historic Garden specialists, Forth Environment Link and plaster historians and specialist historic building inspectors.

The Trust has also continued to develop the established links with the local primary and high schools and have engaged with local childminding groups, young archaeologists and a variety of other groups and organisations for learning and activity-based engagement.

12.8 - Pay policy for senior staff

The Trust moved from contractual employment of staff to employee status for 5 members of staff during the period as planned.

The members of staff now employed on this basis are Head Gardener, Construction Manager, Events Manager, Project Support Manager and Volunteer Co-ordinator.

Bannockburn House Trust has contracted with Stirling Enterprise Park (STEP) to provide an HR support service. This service has assisted in ensuring that a full suite of HR policies is in place and up to date, alongside a staff handbook, job descriptions, support and development systems and the full policy range required of modern employers.

13 - Trustees

Bannockburn House Trust has maintained a full complement of 11 trustees and were supported and advised during the period by a Heritage Fund financed mentor, Miles Harrison.

Trustee meetings have taken place monthly since the inception of the organisation, each meeting receiving a report on progress/decisions to be made and finances.

The Board Mentor delivered individual one-to-one coaching and advice session to the chair and other board members and developed and delivered development/training sessions from basic roles and responsibilities, planning and strategy, finance, succession planning through to the induction of new board members.

The Board also has operational sub-groups on finance and construction with individual Trustees assigned roles over aspects of the Trust's operational activities such as gardens, volunteering, events etc.

Trustees' Report for the year to 31 March 2022 (continued)

13.1 - Trustees' responsibilities statement

The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland requires the trustees to prepare financial statements for each financial year which give a true and fair view of the situation of the charity and of the incoming resources and application of resources of the charity 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 2015 (FRS 102).
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006(as amended) and the provisions of the charity's constitution.

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.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Bannockburn House Trust SCIO

Trustees' Report for the year to 31 March 2022 (continued)

13.2 - Reference and Administrative Information

Trustees in office during the period

<i>Name</i>	Office	Appointed/Re-Appointed
<i>Penelope Ellis</i>	Chair	23/11/2017 (Co-opted)
<i>Anne Smith</i>	Secretary	10/01/2017 (Co-opted)
<i>Alistair May</i>	Treasurer	01/10/2019
<i>Gaynor Crocombe</i>	Vice-Chair	22/06/2021
<i>Steven Tolson</i>	Board member	01/07/2019 (Co-opted)
<i>Alan Marshall</i>	Board member	10/06/2020
<i>Sylvia Barclay</i>	Board member	10/06/2020
<i>Gerard Traynor</i>	Board member	01/07/2019
<i>Alan Buchan</i>	Board member	22/06/2021
<i>Catriona Conroy</i>	Board member	22/06/2021
<i>Nancy Gardener</i>	Board member	18/10/2021

Trustees in office at the date of signing this report

Name	Office	Appointed/ Re-appointed
Catriona Conroy	Chair	22/06/21
Gaynor Crocombe	Vice-Chair	22/06/21
Anne Smith	Secretary	10/01/17 Co-opted
Alistair May	Treasurer	01/10/19
Gerard Traynor	Board Member	01/07/19
Steven Tolson	Board Member	01/07/19 Co-opted
Sylvia Barclay	Board Member	10/06/20
Penelope Ellis	Board Member	23/11/17 Co-opted
Alan Buchan	Board Member	22/06/21
Ieuan Rees	Board Member	Elected AGM 2022
Nancy Gardner	Board Member	Elected AGM 2022

The AGM this year took place on 22nd June 2021 and saw three long standing Trustees stand down due to their term in office having come to an end, Tommy Cattigan, Linda Masterson and William McEwan and the appointment of three new members Catriona Conroy, Alan Buchan and *Robert Aitken joins the board. (*Note - Robert Aitken resigned on 18/10/2021 and Nancy Gardener took his place).

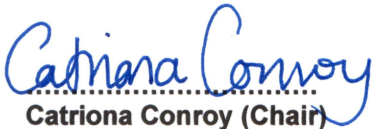
All three new members have different and varied backgrounds, are also volunteers and are committed to the development of the project and have brought new and initiative ideas to the board.

Change to the AGM this year (2022) saw a change of Chair and official appointment of Nancy and Ieuan to the board.

Bannockburn House Trust SCIO

Principal office	25, The Pheasantry Alloa FK10 1PH
Operational address	Bannockburn House Stirling FK7 8EY
Independent Examiners	John M Taylor & Co 9 Glasgow Road Paisley PA1 3QS
Law agents	Pollock, Ross & Co 18b Maxwell Place Stirling FK8 1JU
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

Approved by the Trustees on 19th December 2022 and signed on their behalf by:


.....
Catriona Conroy (Chair)


.....
Anne Smith (Secretary)

**Statement of Financial Activities (Incorporating Income and Expenditure Account)
For the year to 31 March 2022**

**Statement of Financial Activities (Incorporating Income and Expenditure Account)
For the year to 31 March 2022**

	Notes	Unrestricted Funds			2022 Total £	2021 Total £
		General Fund £	Designated Funds £	Restricted Funds £		
Income						
Donations and legacies	3	2,858	-	-	2,858	2,846
<i>From charitable activities:</i>						
Grants Received	4	82,130	-	246,055	328,185	323,458
<i>Other incoming resources:</i>						
Other trading activities	5	32,922	-	-	32,922	15,717
Investment income		-	-	-	-	-
Other income		-	-	-	-	-
Total Income		117,910	-	246,055	363,965	342,021
Expenditure						
<i>Cost of raising funds</i>	6	7,367	-	1,684	9,051	1,537
<i>Charitable activities</i>	7	49,309	-	201,418	250,727	245,616
Total Expenditure		56,676	-	203,102	259,778	247,153
Net income/(expenditure)		61,234	-	42,953	104,187	94,868
Gross transfer between funds		-	-	-	-	-
Net movement in funds		61,234	-	42,953	104,187	94,868
Reconciliation of Funds:						
Total funds brought forward		72,944	-	779,520	852,464	757,596
Total funds carried forward		134,178	-	822,473	956,651	852,464

All income and expenditure derive from continuing activities.

The notes on pages 26 to 34 form part of these financial statements

Bannockburn House Trust SCIO

	Notes	£ Unrestricted	£ Restricted	2022 £ Total	2021 £ Total
Fixed Assets	11	42,579	807,134	849,713	755,407
Current Assets					
Debtors and Prepayments	12	106	30,796	30,902	28,029
Bank account		97,757	11,321	109,078	88,809
Petty cash		302	-	302	181
		<u>98,165</u>	<u>42,117</u>	<u>140,282</u>	<u>117,019</u>
Current Liabilities					
Accruals and deferred income		6,288	25,320	31,608	19,275
Tax & National Insurance		278	1,418	1,696	687
Trade Creditors		-	40	40	-
		<u>6,566</u>	<u>26,778</u>	<u>33,344</u>	<u>19,962</u>
Net Current Assets		<u>91,599</u>	<u>15,339</u>	<u>106,938</u>	<u>97,057</u>
Total Assets less Liabilities		<u>134,178</u>	<u>822,473</u>	<u>956,651</u>	<u>852,464</u>
Represented by:					
Unrestricted Funds					
General Fund	14	134,178	-	134,178	72,944
Designated Fund	14	-	-	-	-
Restricted Fund	14	-	822,473	822,473	779,520
Total Funds		<u>134,178</u>	<u>822,473</u>	<u>956,651</u>	<u>852,464</u>

The financial statements were approved by the Board of Trustees on 19th December 2022 and signed on their behalf by,


Catriona Conroy (Chair)

The notes on pages 26 to 34 form part of these financial statements

Notes to the Financial Statements for the year to 31 March 2022

Notes to the Financial Statements for the year to 31 March 2022

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

(a) Basis of preparation

The financial statements have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant notes to these accounts and in accordance with:

- The Financial Reporting Standard applicable in the UK and the Republic of Ireland: FRS 102 1A
- Accounting and Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS 102 1A)
- The Charities and Trustee Investment (Scotland) Act 2005
- The Charities Accounts (Scotland) Regulations 2006 (as amended)

The charity meets the definition of a public benefit entity as defined by FRS 102.

The accounts are prepared in sterling which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

(b) Charity information

The charity is registered as a SCIO (Scottish Charitable Incorporated Organisation) with the Office of the Scottish Charity Regulator (OSCR)

(c) Going Concern

FRS 102 requires, if appropriate, the financial statements are prepared on the going concern basis, which means that the charity is able to operate for the foreseeable future on the basis of known and reasonable projected resources.

There are no material uncertainties in respect of the charity's ability to continue as a going concern and thus the going concern basis has been adopted in preparing the financial statements.

(d) Income recognition

Income (including government and other grants) is recognised and included in the Statement of Financial Activities (SoFA) when:

- The charity becomes entitled to the resource;
- The trustees are virtually certain they will receive the resources; and
- The monetary value can be measured with sufficient reliability.

Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

For legacies, entitlement is the earlier of:

- The charity being notified of an impending distribution, or
- The legacy being received.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising) the incoming resource and related expenditure are reported gross in the Statement of Financial Activities.

B0

Notes to the Financial Statements for the year to 31 March 2022 (continued)

Donations

Donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resource.

Investment income

This is included in the accounts when receivable

(e) Expenditure recognition

Expenditure is recognised:

- Once there is a legal or constructive obligation committing the charity to pay out resources,
- It is probable that a transfer of economic benefits will be required in settlement, and
- The amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Cost of raising funds - these comprise the costs involved in organising specific fundraising events
- Charitable activities - these include the costs of activities undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(f) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs, finance, personnel, payroll and governance costs. These costs are allocated entirely to expenditure on charitable activities. For a detailed breakdown of support costs see note 8.

(g) Governance costs

Governance costs comprise all costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's and costs linked to the strategic management of the charity.

(h) Operating leases

Rentals payable under operating leases are charged against income on a straight-line basis over the lease term.

(i) Tangible fixed assets and depreciation

Items are capitalised if they have an estimated useful life in excess of one year and have an initial cost of at least £100. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation is calculated at such a rate as to write off the cost, less estimated residual value, of each asset over the period of its estimated useful life, as follows:

- Plant and equipment – 25% of cost
- Property – 2% of cost (property acquired in December 2017 is not yet depreciated as still under renovation)

(j) Debtors and Prepayments

Trade and other debtor are recognised at the settlement amount due, after any trade discount offered. Prepayments are valued at the amount prepaid, net of any trade discounts due.

Notes to the Financial Statements for the year to 31 March 2022 (continued)

(k) **Creditors and Accruals**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and accruals are normally recognised at their settlement amount, usually the invoice amount, after allowing for any trade discounts due.

(l) **Donated Goods and Services**

Donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated goods and services are recognised based on the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain the services on the open market, a corresponding amount is then recognised in expenditure in the period of receipt.

(m) **Role of Volunteers**

The charity is reliant on a team of volunteers for fundraising and maintenance roles. In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts.

(n) **Financial instruments**

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently at their settlement value.

(o) **Cash and cash equivalents**

Cash at bank and in hand is held to meet day to day running costs of the charity as they fall due. Cash equivalents are short term, highly liquid instruments, usually in 90-day notice interest bearing savings accounts.

2. **Related party transactions and trustees' expenses and remuneration**

In the administration of the charity all trustees give freely of their time and expertise without any form of remuneration or other benefit in cash or kind. For expenses reimbursed and transactions with trustees/related parties see note 16.

3. **Donations and legacies**

	Unrestricted		Restricted	Total 2022	Total 2021
	General	Designated			
	£	£	£	£	
Sundry donations	2,858	-	-	2,858	2,846
	-	-	-	<u>2,858</u>	<u>2,846</u>

Notes to the Financial Statements for the year to 31 March 2022 (continued)

4. Grants Received

	Unrestricted			Total 2022 £	Total 2021 £
	General £	Designated £	Restricted £		
Grants – Wm. Grant Foundation	45,000	-	-	45,000	3,000
- FCC Communities Foundation	-	-	38,413	38,413	-
- Investing In Communities	-	-	93,751	93,751	45,975
- Climate Challenge Fund	-	-	3,985	3,985	40,226
- Architectural Heritage Fund	-	-	(356)	(356)	24,892
- Leader Programme	-	-	5,118	5,118	32,344
- Good Food for All	-	-	8,919	8,919	-
- Foundation Scotland	-	-	1,591	1,591	-
- Big Lottery Fund	-	-	-	-	57,500
- HLF Resilient Heritage	-	-	20,800	20,800	40,000
-	-	-	-	-	-
- Mushroom Trust	-	-	-	-	3,000
- Adapt and Thrive	28,130	-	-	28,130	-
- Historic Environment Scotland	-	-	25,815	25,815	20,467
- Clackmannanshire and Stirling Environment Trust	-	-	-	-	7,500
- Stirlingshire Voluntary Ent.	-	-	10,000	10,000	-
- Scotland Loves Local	-	-	(709)	(709)	5,000
- CCAF	-	-	-	-	7,941
- Growing Food Together Fund	-	-	10,671	10,671	14,613
- Stirling Council Place Based	-	-	6,948	6,948	-
- Stirling Council Young Person'	-	-	8,964	8,964	-
- Stirling Council Covid grant	9,000	-	-	9,000	17,000
- Adopt an Intern Kickstart	-	-	12,145	12,145	-
- PF Charitable Trust	-	-	-	-	4,000
	82,130	-	246,055	328,185	323,458

5. Other trading activities

	Unrestricted			Total 2022 £	Total 2021 £
	General £	Designated £	Restricted £		
Fundraising income	29,675	-	-	29,675	2,776
Other	3,247	-	-	3,247	12,941
	32,922	-	-	32,922	15,717

6. Cost of raising funds

	Unrestricted			Total 2022 £	Total 2021 £
	General £	Designated £	Restricted £		
Fundraising expenses	7,367	-	1,684	9,051	1,537
	7,367	-	1,684	9,051	1,537

Notes to the Financial Statements for the year to 31 March 2022 (continued)

7. Charitable activities

	Unrestricted		Restricted	Total 2022	Total 2021
	General	Designated			
	£	£	£	£	£
<u>Project costs</u>					
- Chief Executive Services	17,658	-	-	17,658	29,417
- Board Mentor	-	-	-	-	1,600
- Volunteer Coordinator	-	-	240	240	5,450
- Marketing Coordinator	3,480	-	1,596	5,076	10,121
- Rent & Rates	(16)	-	830	814	331
- Postage Stationery & Advertising	106	-	327	433	685
- Telephone	87	-	1,818	1,905	1,512
- Insurance	-	-	23,097	23,097	21,600
- Legal & Professional Fees	-	-	250	250	2,799
- Cleaning	339	-	703	1,042	792
- Donations	10	-	-	10	500
- Equipment hire	-	-	2,732	2,732	3,569
- Consulting	4,700	-	-	4,700	14,632
- Heat and light	6	-	6,603	6,609	1,578
- Subscription	35	-	995	1,030	3,104
- Repairs & Maintenance	9,311	-	19,100	28,411	15,961
- Ground Maintenance	6,568	-	19,755	26,323	53,771
- Training	-	-	2,307	2,307	1,704
- Entertaining	-	-	-	-	-
- General Costs	411	-	1,899	2,310	801
- IT Software & Consumables	-	-	2,800	2,800	1,034
Depreciation	3,255	-	3,631	6,886	5,055
Staff Costs (see Note 8)	3,263	-	104,228	107,491	62,344
Support costs (see note 9)	96	-	8,507	8,603	7,256
	49,309	-	201,418	250,727	245,616

8. Analysis of staff costs

	Unrestricted		Restricted	Total 2022	Total 2021
	General	Designated			
	£	£	£	£	£
Salaries	1,254	-	98,124	99,378	58,670
Social security costs	1,613	-	4,872	6,485	2,882
Pension	396	-	1,232	1,628	792
	3,263	-	104,228	107,491	62,344
Average number of staff employed				8	5

No employee received total emoluments of more than £60,000 during the year.

Notes to the Financial Statements for the year to 31 March 2022 (continued)

9. Support costs

	Unrestricted		Restricted £	Total 2022 £	Total 2021 £
	General £	Designated £			
Governance costs (note 10)	-	-	8,507	8,507	7,186
Bank charges	96	-	-	96	70
	96	-	8,507	8,603	7,256

10. Governance costs

	Unrestricted		Restricted £	Total 2022 £	Total 2021 £
	General £	Designated £			
Independent examiner	-	-	3,420	3,420	3,000
Book-Keeping & other Services	-	-	5,087	5,087	4,186
	-	-	8,507	8,507	7,186

11. Fixed Assets

	Bannockburn House £	Office Equipment and Furniture £	Plant & Machinery £	Total £
At Cost				
At 1 April 2021	748,670	15,106	5,116	768,892
Additions	86,875	1,160	13,157	101,192
Disposals	-	-	-	-
	835,545	16,266	18,273	870,084
Depreciation				
At 1 April 2021	-	11,076	2,409	13,485
Charge for year	-	2,318	4,568	6,886
On disposals	-	-	-	-
	-	13,394	6,977	20,371
Net Book Value at 31 March 2022	835,545	2,872	11,296	849,713
Net Book Value at 31 March 2021	748,670	4,030	2,707	755,407

Stirling Council holds a Standard Security over the whole property at Bannockburn House.

Notes to the Financial Statements for the year to 31 March 2022 (continued)

12. Debtors and Prepayments

	Unrestricted General £	Designated £	Restricted £	Total 2022 £	Total 2021 £
Other Debtors	106	-	29,149	29,255	4,162
Prepayments	-	-	1,647	1,647	23,867
	106	-	30,796	30,902	28,029

13. Analysis of Net Funds

	PF Charitable Trust £	SLF (House) £	SLF (Revenue) £	SLF/SC (Matched) £	Leader £	CSGN £	AHF £	National Lottery £	HLF £
Fixed Assets	-	573,096	13,004	19,894	4,841	6,718	13,240	22,999	30,970
Debtors	-	-	-	-	-	-	-	-	-
Bank Cash	2,760	-	-	-	31	-	(1,144)	-	(2,702)
Creditors	-	-	-	-	(101)	-	-	-	-
	2,760	573,096	13,004	19,894	4,771	6,718	12,096	22,999	28,268

	Scotland Loves Local £	Wm Grant Foundation £	Social Ent. Academy £	AAI £	CCF £	CCAF £	FCC £	Good Food £	HES £
Fixed Assets	1,212	62,199	-	135	16,345	481	33,911	-	-
Debtors	-	-	-	716	-	-	18,152	-	9,000
Bank Cash	-	-	9,920	(400)	-	-	(18,152)	6,702	194
Creditors	-	-	(9,920)	(86)	-	-	-	(16)	(10,559)
	1,212	62,199	-	365	16,345	481	33,911	6,686	(1,365)

	liC £	Stirling Council £	PB Fund £	SVE £	Adapt & Thrive £	Wm Grant Foundation £	General £	Total £
Fixed Assets	754	-	2,114	5,221	1,688	349	40,542	849,713
Debtors	1,647	1,281	-	-	-	-	106	30,902
Bank Cash	9,688	-	2,057	2,367	11,806	42,041	44,212	109,380
Creditors	(5,735)	(80)	-	(281)	(896)	(5,650)	(20)	(33,344)
	6,354	1,201	4,171	7,307	12,598	36,740	84,840	956,651

Notes to the Financial Statements for the year to 31 March 2022(continued)

14. Movements in Funds

	At 31 March 2021 £	Incoming resources £	Outgoing resources £	Transfer £	At 31 March 2022 £
Restricted Funds					
PF Charitable Trust	4,000	-	(1,240)	-	2,760
SLF (House)	573,096	-	-	-	573,096
SLF (Revenue)	13,004	-	-	-	13,004
Stirling City Heritage Trust	19,894	-	-	-	19,894
Leader	2,653	5,118	(3,000)	-	4,771
Growing Food Together Fund	65	10,671	(4,018)	-	6,718
AHF	12,452	(356)	-	-	12,096
National Lottery Community Fund	28,291	-	(5,292)	-	22,999
HLF	7,468	20,800	-	-	28,268
Scotland Loves Local	5,000	(709)	(3,079)	-	1,212
Wm. Grant Foundation	62,547	-	(348)	-	62,199
Social Enterprise Academy	-	-	-	-	-
Adopt an Intern - Kickstart	-	12,145	(11,780)	-	365
Climate Challenge Fund	12,601	3,985	(241)	-	16,345
CCAF	481	-	-	-	481
FCC	-	38,413	(4,502)	-	33,911
Good Food	-	8,919	(2,233)	-	6,686
Historic Environment Scotland	16,282	25,815	(43,462)	-	(1,365)
Investing in Communities	21,686	93,751	(109,083)	-	6,354
Stirling Council	-	8,964	(7,763)	-	1,201
PB Fund	-	6,948	(2,777)	-	4,171
SVE	-	10,000	(2,693)	-	7,307
Foundation Scotland	-	1,591	(1,591)	-	-
	779,520	246,055	(203,102)	-	822,473
Unrestricted Funds					
Adapt & Thrive	-	28,130	(15,532)	-	12,598
Wm. Grant Foundation	-	45,000	(8,260)	-	36,740
General	72,944	54,700	(32,884)	(9,920)	84,840
	852,464	373,885	(259,778)	(9,920)	956,651

Notes to the Financial Statements for the year to 31 March 2022(continued)

Restricted Funds:

PF Charitable Trust – Grant towards the construction of a model of Bannockburn House

SLF (House) – Scottish Land Fund grant to purchase Bannockburn House and pay associated legal costs.

SLF (Revenue) – Scottish Land Fund grant to pay project management salaries and site costs including insurance and security.

Stirling City Heritage Trust – The grant was to repair the flat roof and associated lead flashing over the library Block.

Leader – Forth Valley & Lomond Local Action Group grant to develop the trust as an organization, carry out critical repairs, deliver public tours and events and implement a range of community projects.

Growing Food Together Fund - Grant towards the Bannockburn House Gardens Growing Food Together project

AHF – The Architectural Heritage Fund grant towards Archaeology advice, engaging a design team, Chief executive, Event Organiser and project management position. Also to cover the architectural design and feasibility for proposed Chauffeur's cottage development

National Lottery Community Fund (previously known as Big Lottery Fund)– Three year funding towards revenue costs relating to the project.

HLF – National Lottery Heritage Fund grant to appoint chief Executive/ project manager and Mentor. In addition deliver heritage skills training to the board and volunteers.

Scotland Loves Local – Grant to develop Bee Keeping Project and the on-line Food Programme.

Wm Grant Foundation – Grant towards the installation of toilets in the courtyard.

Social Enterprise Academy –Grant towards the cost of feasibility studies for the Bannockburn Bothies project. Income has been deferred to the following year as no project costs incurred at the year end

Adopt an Intern Kickstart – Grant towards employing a young person

CCF -Climate Challenge Fund - Grant towards Bannockburn house gardens project. To increase the consumption of seasonal produce and educate the surrounding villages on the impact on climate issues.

CCAF -Keep Scotland Beautiful - Grant towards Compost, water supply and raised Beds

FCC - FCC Communities Foundation –Grant towards formal path network and enclosure of gardens

Good Food – Grant towards the Bannockburn House Gardens Growing Food Together project

Historic Environment Scotland – Grant towards salary and overhead costs

IIC - Investing In Communities - Grant to recruit staff and create volunteer training opportunities for those disadvantaged in the labour market.

Stirling Council – Young Persons – Grant towards employing a young person

Stirling Council – Place based Fund – Grant towards the Accessible Gardens project

SVE – Stirlingshire Voluntary Enterprise – Grant towards funding volunteers

Foundation Scotland – Grant towards delivering an online cookery programme for people affected by food poverty

Unrestricted Funds:

Adapt & Thrive – An unrestricted grant towards general costs.

Wm Grant Foundation –. An additional unrestricted grant towards general costs

General Fund – This fund arises out of fundraising and donations and can be utilised as directed by the Trustees.

15. Ultimate Controlling Party

The charity is ultimately controlled by the Board of Trustees.

16. Related Party Transactions (including Trustee expenses)

No expenditure was incurred by Trustees (2021- nil) on behalf of the Charity and later reimbursed. No Trustee made any claim for personal expenses e.g. mileage during the year. No trustee was owed any money by the charity at 31/03/22.

Independent Examiner's Report to the Trustees of Bannockburn House Trust

I report on the accounts of the Trust for the year ended 31 March 2022 which are set out on pages 24 to 34

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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 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 statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the Trust 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:

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and comply with Regulation 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 accounts to be reached.



Ian Barr C.A.
John M Taylor & Co
Chartered Accountants
9 Glasgow Road
PAISLEY
PA1 3QS

Date: 19th December 2022