

*TAYSIDE ORGANISTS' SOCIETY
TRUSTEES' ANNUAL REPORT
AND
RECEIPTS AND PAYMENTS ACCOUNTS
for the year ended 31 March 2018.*

Reference and Administration Information

Charity Name Tayside Organists' Society
Charity Registration Number SC 024875
Contact Address 7 Morris Place
Invergowrie,
DD2 5AJ

TRUSTEES

Mr A. F. Davidson
Mrs S. Carus
Mr I. M. McLagan
Mrs S. A. Doe Resigned November 2017
Mr R. Oliver Retired May 2017
Dr G. R. Inglis
Mr G. A. Tarbet
Dr P. W. Thornton
Mr B. Weir
Mr D. J. Smith
Mr K. A. Veal Appointed May 2017
Dr Robert Duguid Appointed May 2017

PRINCIPAL OFFICE BEARERS

President Mrs. S. Carus
Vice-President Mr. K. A. Veal
Secretary Dr. G. R. Inglis
Treasurer Mr. I. M. McLagan

INDEPENDENT EXAMINERS

Bird, Simpson and Co. CA. 144 Nethergate, Dundee DD1 4EB

BANKERS

Bank of Scotland, 327 Brook St., Broughty Ferry, Dundee DD5 2DS

Trustees' Annual Report for the year ended 31 March, 2018.

History, objectives and activities of the Society:

The Tayside Organists' Society was formed in the 1950's and its principal aims are the informal meetings of organists and others interested in church music and to strengthen public awareness in our activities. The society is a registered charity in Scotland. The purpose/objects of the Society are to advance the education of the public and its members in the art of music and in particular organ music by the presentation of public performances and other related activities and in furtherance thereof:-

- (a) to arrange lectures and recitals and to encourage facilities for discussion in all matters of interest to church and other organists;
- (b) to encourage the composition, study and performance of organ, choral and church music;
- (c) to bring into closer fellowship organists and others with an interest in the organ in the Tayside area;
- (d) to liaise and co-operate with other organisations having related aims.

During the year, the Society held meetings in different locations in Dundee, Carnoustie, Perth and Broughty Ferry which were open to the public. Invited musicians and others gave presentations centred on organ and choral music including talks, demonstrations of technique and recitals.

Management and governance arrangements:

The Society is governed by a written constitution. At each Annual General Meeting, there are elected President, Vice-President, Secretary, Treasurer and four Trustees. At least two new trustees are appointed at each Annual General Meeting as per the constitution of the society. The Trustees normally meet a minimum of four times each year.

Reserves Policy:

The society does not intend that the level of reserves be reduced. It sees this as being a way of covering any unforeseen circumstances that may arise in the future.

Sufficient funds will be retained to cover at least one year's total expenditure.

Investment Policy:

Since the reserves are not large, the Trustees intend in the foreseeable future to avoid risk by keeping funds in appropriate Bank Accounts. This policy will, however, be kept under review.

Grant Making Policy:

The Society may award grants to individuals to assist the study and development of organ music, subject to the approval of the Trustees.

Risk Policy:

The block insurance of the IAO of which the Society is a member, provides protection against public liability and other risks. This is in accordance with the IAO Services in their Member's Information Guide.

Statement of Trustees' Responsibilities:

Charity law requires the Trustees to prepare financial statements for each financial year which show a fair and true view of the state of affairs for the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

1. select suitable accounting policies and then apply them consistently,
2. make judgements and estimates that are reasonable and prudent,
3. state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and
4. prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the society will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Society and to enable them to ensure that the financial statements comply with the Charities Accounts (Scotland) Regulations, 2006, and any subsequent legislation. They are also responsible for safeguarding the assets of the Society and hence taking reasonable steps for the prevention of fraud and other irregularities. It is noted that during the last financial year, two fraudulent transactions were detected by the Treasurer, and, in co-operation with the Bank of Scotland, all monies were recovered instantly, thanks to the diligence of both the Treasurer and the Bank.

Independent Examiner:

The Trustees intend to ask the existing examiners, Bird, Simpson & Co, to undertake the independent examination of the Society in the following year.

Signed on behalf of the Trustees.



Ian McLagan, Treasurer,

13 April, 2018.



Sally M. Carus, President,

13 April, 2018.

TAYSIDE ORGANISTS' SOCIETY RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 MARCH, 2017.

	Unrestricted Funds, 2018	Restricted Funds, 2018	Total 2018	Total 2017
<u>Receipts</u>				
Subscriptions	£1105.00	£0	£1105.00	£1175.00
Tax Refunds	279.07	0	279.07	255.21
Interest, C/Ac	0.00	0	0.00	0.00
*SFO Conference	0.00	4000.00	4000.00	0.00
*SFO Delegates	0.00	1600.00	1600.00	0.00
Other Income	98.00	0	98.00	40.50
TOTAL				
RECEIPTS	<u>£1482.07</u>	<u>£5600.00</u>	<u>£7082.07</u>	<u>£ 1470.71</u>
<u>Payments</u>				
IAO Fees	£ 180.00	£0	£ 180.00	£ 180.00
Meetings	625.19	0	625.19	810.00
*SFO Conference	0	531.16	531.16	0.00
Web Site	166.54	0	166.54	191.12
TOTAL				
PAYMENTS	<u>£971.73.</u>	<u>£ 531.16</u>	<u>1502.89</u>	<u>£ 1181.12</u>
Surplus/(Deficit)	<u>£ 510.34</u>	<u>£5068.84</u>	<u>£5579.18</u>	<u>£ 289.59</u>

BANK AND DEPOSIT BALANCES.

Balances				
b/forward	£5774.36	£ 0	£ 5774.36	£ 5484.77
Surplus	510.34	5068.84	5579.18	289.59
(Deficit)				
Balances				
c/forward	<u>£6284.70</u>	<u>£5068.84</u>	<u>£11353.54.</u>	<u>£ 5774.36</u>

No trustees received any expenses from the Society during the accounting period up to 31 March, 2018.

*Please see Page 5 for Notes on SFO Conference.

Tayside Organists' Society have the privilege of hosting the Scottish Federation of Organists'(SFO) Annual Conference and AGM in Dundee on the week-end of Friday 4 and Saturday 5 May 2018.

The following businesses have kindly donated towards this event;

**James Ashton & Son Limited, Funeral Directors, Dundee.
David Keddie Wealth Management Ltd., Dundee.
Thorntons, Solicitors, Dundee.**

The following Trusts and Charities have also made donations;

**Friends of the Caird Hall Organ (FOCHO)
Alexander Kydd Trust
Alexander Moncur Trust
St Katharine Fund.**

A further donation has been received from the W. S. Phillips' Trust after the end of the Financial Year covered by these accounts.

The Trustees of Tayside Organists' Society thank these businesses and charities for their contributions.

The Trustees have decided that a number of complimentary tickets to the events will be given to every Secondary School in the Tayside Area to encourage school children and the younger generation to further their enthusiasm for music - and organ and choral music in particular - so as to have a life-long interest, as well as participation in and enthusiasm for this sort of music in our local area.

Independent Examiner's Report to the Trustees of Tayside Organists Society

I report on the accounts of the charity for the year ended 31st March 2018 which are set out on page 4.

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

Independent examiner's statement

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

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) 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 9 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.


 Neil S Young, MA., C.A.,
 Messrs Bird Simpson & Co.,
 Chartered Accountants,
 144 Nethergate,
 DUNDEE
 DD1 4EB

26/04/18