

Trustees' Annual Report for the year ended 31 March 2022.

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.

This year year, due to the Coronavirus outbreak, we have had to cancel our proposed meetings. Whilst Government restrictions continues, all meetings will be held on-line.

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 2021 AGM was originally planned to be held as a normal face-to-face meeting in May 2021. This had to be postponed due to restrictions on gatherings imposed as part of lockdown measures introduced in March 2020 and again in subsequent months, following the onset of the Covid-19 pandemic. It was then decided to hold the 2021 AGM in May, 2021, on-line and the membership were notified accordingly.

Similarly, the Trustees' meetings that have been held were also on-line, and the Trustees all agreed to remain in post during this time so that the society could continue to function and will also hold on-line meetings as and when required. The membership were informed of this decision and all members agreed. Two members' meetings have been held in accordance with current restrictions that were in force on these dates. It is hoped that meetings organised for members in the next two months will be able to go ahead, again depending on Government restrictions.

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.

Data Privacy Policy: The Society has formulated its own Data Privacy Policy in line with recent legislation and this can be obtained on the Society's web site. The policy will be reviewed at least every two years.

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.

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,

4 April 2022



Kevin Veal, President,

4 April 2022

TAYSIDE ORGANISTS' SOCIETY RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 MARCH, 2022.

	Unrestricted Funds, 2022	Restricted Funds, 2022	Total 2022	Total 2021
<u>Receipts</u>				
Subscriptions	£1140.00	£0	£1140.00	£1195
Tax Refunds	308.86	0	308.86	283
Other Income	0	65.10	65.10	40
TOTAL RECEIPTS	<u>£1448.86</u>	<u>£ 65.10</u>	<u>£1513.96</u>	<u>£1518</u>
<u>Payments</u>				
IAO Fees	£ 152.00	£0	£ 152.00	£ 156
Meetings	264.39	0	264.39	14
Bird Simpson	120.00	0	120.00	120
Printing, etc	0	50.00	50.00	40
Web Site	54.82	0	54.82	831
TOTAL PAYMENTS	<u>£ 591.21</u>	<u>£ 50.00</u>	<u>£ 641.21</u>	<u>£ 1161</u>
Surplus/(Deficit)	<u>£ 857.65</u>	<u>£ 15.10</u>	<u>£ 872.75</u>	<u>£ 356</u>
 BANK BALANCES.				
Balances				
b/forward	£6876.61***	0	£ 6876.61	£ 6521
Surplus (Deficit)	857.65	15.10	872.75	£ 356
Balance				
c/forward	<u>£7734.26</u>	<u>£ 15.10</u>	<u>£ 7749.36</u>	<u>£ 6877</u>

No trustees received any expenses from the Society during the accounting period up to 31 March 2022.

***The actual balance as per the Bank of Scotland was £6881.71 as at 31 March, 2021, but this included £5.10 deposited in December 2020 which was deposited in error and despite all our efforts, the Bank of Scotland have failed to return the £5.10 to the original depositors. We have been advised by the Bank of Scotland to retain this amount as a Donation which we have used to offset the expenses of producing the Society's Handbook. This amount is included Other Income heading.

TAYSIDE ORGANISTS' SOCIETY

Statement of Income and Expenditure for the year ended 31 March 2022.


Income	<u>2021/22</u>	<u>2020/21</u>
Subscriptions	£ 1140.00	£1195.00
Tax Refunds	308.86	282.63
Misc. Income and Donations	<u>65.10</u>	<u>40.00</u>
	£ 1513.96	£1517.63
Expenditure		
IAO Capitation Fees	£ 152.00	£ 156.00
Meeting Expenses	264.39	14.39
Independent Examiner	120.00	120.00
Web Site Expenses	54.82	831.11
Printing, etc	<u>50.00</u>	<u>40.00</u>
	£ 641.21	£1161.50
Surplus/(Deficit) for year	<u>£ 872.75</u>	<u>£ 356.13</u>

Statement of Funds as at 31 March 2022.

Funds as at 1 April 2019 ²¹	£ 6876.61	£ 6876.61
Add Surplus/(Deficit) for Year	<u>872.75</u>	<u>356.13</u>
Funds as at 31 March 2020 ²²	<u>£ 7749.36</u>	<u>£ 6876.61</u>
Represented by –		
Bank of Scotland Current Account	<u>£ 7749.36</u>	<u>£ 6876.61</u> ***

Certified a true abstract of the Accounts of the Tayside Organists' Society for the year ended 31 March, 2022.

*** The actual balance as per the Bank of Scotland was £6881.71 as at 31 March, 2021, but this included £5.10 deposited in December 2020 which was deposited in error and despite all our efforts, the Bank of Scotland have failed to return the £5.10 to the original depositors. We have been advised by the Bank of Scotland to retain this amount as a Donation which we have used to offset the expenses of producing the Society's Handbook.


Ian McLagan, Treasurer, 4 April 2022.

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 2022 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,
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18/05/22