

Edinburgh Union Canal Society SCIO

Scottish Charity Number – SC051467

Annual Report And Financial Statements For The Year Ended 30 September 2024

Signed on behalf of the charity's trustees:

A handwritten signature in black ink, appearing to read 'Dr Ford Buchanan', with a stylized flourish at the end.

Dr Ford Buchanan

Treasurer

08/11/24

For The Year Ended 30 September 2024

The trustees have pleasure in presenting their report together with the financial statements for the year ended 30 September 2024.

Reference And Administrative Information

Charity Name

Edinburgh Union Canal Society, hence referred to as EUCS

Charity Number

SC051467

Address

32 Cowan Road

Edinburgh

EH11 1RH

Current Trustees

All elected on 05/11/2023 at AGM

Andrew Burns	Chair
Vicki Morton	Secretary
Sandra Purves	Membership Secretary
Ford Buchanan	Treasurer
Robin Morton	
Guy Chisholm	
Ian White	
Richard Allen	
Stuart Rennie	
Andrew Devenport	
Glen Liddall	
Bridget Stevens	
Shawn Waddoups	

Structure, Governance And Management

Constitution

The charity is a Scottish Charitable Incorporated Organisation (SCIO). It was registered on 22 December 2021. EUCS replaces Edinburgh Canal Society, SC018330, which is now wound up. EUCS received all assets and liabilities of Edinburgh Canal Society. EUCS has a two-tier structure. There is the board of trustees, as listed above, and members. Trustees are also members of the society.

Appointment Of Trustees

Trustees are elected at the annual general meeting held in November each year. There must be a minimum of twelve and a maximum of eighteen trustees.

Objectives And Activities

Charitable Purposes

To encourage and promote the public use of those stretches of the Union Canal and its towpath lying in and near Edinburgh, for educational, sporting, leisure, and recreational purposes.

Fundraising Activities

Throughout the year, we've used information stalls on the canal towpath to publicise the society. All of our stalls have been publicised on our website and via social media, with posters put up locally. At these events, we sell refreshments and home baking, as well as providing information on our ongoing activities and future plans. We also invite other local organisations to use our gazebos. Merchiston Community Council regularly took us up on this offer.

The information and cake stalls took place as part of the Flotilla of Light in November 2023, Rowing Boat launch in April 2024, the Canal Festival in June 2024, and Rowing Boat season finale in September 2024 which provided an income excluding boat hire of £543, £669, £752 and £552, respectively.

We held a pub quiz and social night in October 2023 and a social night in March 2024. These helped gain members, volunteers and raise our awareness in the community.

We refurbished an additional traditional rowing boat in the winter of 2023 – 2024. As well as the cost of materials, we also bought buoyancy aids and took out additional marine insurance. This took our fleet up to three traditional Dory rowing boats. We hired these out from early April until late September on Sunday afternoons. As described above, we held events to mark the start and end of the season. We secured a grant towards launching the rowing boat hire from Edinburgh Airport for £1,050. We increased the cost of hire for an hour from £10 to £15.

Over the season, we managed 3/5 occupancy of hire slots and received very positive feedback from our customers across the season. In addition to regular Sunday hires, we also rented out the boats to Sustrans so that they could do a litter pick along the canal. The total surplus for the rowing boats was £1,211.

In celebration of a significant birthday, two friends of the society walked from Bowling to Tollcross along the Forth & Clyde and Union Canals. The proceeds of this sponsored walk including Gift Aid raised £1,467 which they kindly donated to EUCS.

We have also claimed Gift Aid on eligible memberships and small donations. This amounted to £294.

Achievements And Performance

At the end of 2023 we were successful in applying for business advice from two agencies: Just Enterprise and the Cranfield Trust. We have used the time that we were awarded to challenge and shape our ideas about the roles and needs of a future building. This will culminate in developing a business case to present at our AGM in November 2024.

We have worked on preserving the heritage of the Union Canal with Edinburgh Printmakers. This involved being part of the EP Changemakers group which aims to highlight canal heritage. We provided an audio interview which is accessible as folk walk along the canal.

Financial Review

Our sources of unrestricted income are fundraising activities, membership fees, and donations. We can take cash, bank transfers, card payments and have been able to sell some of our rowing boat hires online as well as in person. During this financial year, we have raised £11,939 of unrestricted funds.

We have continued to successfully apply for grants. This year we received £1,050 from Edinburgh Airport for the refurbishment of rowing boats and £600 from the H & M Miller Trust towards a new boathouse. We also received an unrestricted grant of £5,000 from The Folio Trust.

We were successful in applying for free business advice from the Just Enterprise and the Cranfield Trust. We have been using this time to develop a business case which will be presented at the AGM in November 2024.

This year all outstanding liabilities have been cleared (see Expenditure In Kind below and Note 3).

Expenditure In Kind

Expenditure in kind was incurred by three trustees from May 2021 to July 2022 before the bank account was opened in August 2022. Our policy for considering when to repay some or all of the Expenditure In Kind that helped set up EUCS depends on unrestricted money at the end of September 2024 versus our payments in the year up to then. See the appendix for full details. Our unrestricted money at the end of September 2024 was £12,105. Our payments for the year were £3,406, twice this would be £6,812. Hence, we met the criteria to consider repayment. At a committee meeting on Tuesday, 10th September the committee agreed that the outstanding Expenditure In Kind would be paid in full. See Note 3.

Expenses Policy

On the advice of our independent examiner, our committee formalised our expenses policy. All expenses for this year continue to have this policy applied. See the appendix for the policy.

Reserves Policy

On the advice of our independent examiner, our committee agreed on a reserve policy. This is currently set at reserves of £4,000 in unrestricted money. For the year ended 30 September 2024, we had £8,811 in unrestricted money. So, we were well ahead of our reserves. See the appendix for the policy.

Kelvin

We successfully disposed of our launch boat, Kelvin. This incurred a scrappage fee of £1,000. We are still in negotiations to recoup some of this fee by selling the refurbished trailer.

Insurances

On the advice of our independent examiner, we searched for a way to combine and so reduce our insurances. The only way we found to combine our insurances would have resulted in a £7 saving. So we decided to stay with our current insurers.

Plans For The Future

We are set to finalise a business case by our AGM in November 2024. This will allow us to start raising the money needed to construct a new building on the Ashley Terrace site. A local architect is involved in these discussions, and we have just started initial discussions with structural engineers, landscape architects and a quantity surveyor.

We are in final discussions with Scottish Canals about the terms of a memorandum of understanding (MoU) and, eventually, a lease. This will allow us to apply for capital grants towards a new building. We are aiming to have the MoU in place before our upcoming AGM in November 2024.

During the winter of 2024 – 2025, we will refurbish our three popular rowing boats. This will result in three pristine boats, which we can hire from April to September 2025.

We will continue our drive for membership and increase the number of volunteers. We currently have 55 members.

We will also continue our grant fundraising for the steps towards a future building.

We plan to have several information and cake stalls, a presence at the Canal Festival and the LUCS Fun Day. We will enter a team for the Edinburgh Kiltwalk 2025.

Statement Of Receipts And Payments For The Year Ended 30 September 2024

Receipts	Unrestricted	Restricted	30/09/2024	Previous Accounts
Donations and Fee for Interview	208		208	200
Grants	5,000	1,650	6,650	9,750
Fundraising stalls & sponsored walk	3,897		3,897	4,031
Membership fees	942		942	560
Rowing Boat Hire	1,598		1,598	1,014
Membership Gift Aid	294		294	364
Total Receipts	11,939	1,650	13,589	15,919

Payments	Unrestricted	Restricted	30/09/2024	Previous Accounts
Fundraising expenses	155		155	14
Equipment & keys	405		405	1,781
Petrol	33		33	-
Consumables	808		808	808
Committee Rooms & Social	176		176	200
Van Hire	-		-	311
Website Domain Name (biennial)	-		-	14
Kelvin Disposal	1,000		1,000	1,125
Subscriptions	73		73	172
Just Giving Fees	54		54	18
Insurance	702		702	1,516
Repayments	3,294		3,294	-
			-	-
Total Payments	6,700	-	6,700	5,959

Surplus/ (Deficit) for the year	5,239	1,650	6,889	9,960
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Table 1

Statement Of Balances As Of 30 September 2024

	Unrestricted	Restricted	30/09/2024	Previous Accounts
Opening cash at bank and in hand	3,672	9,736	13,408	3,447
Surplus/ (Deficit) for year	5,239	1,650	6,889	9,961
Closing cash at bank and in hand	8,911	11,386	20,297	13,408

Bank & Cash Balances

	Unrestricted	Restricted	30/09/2024	Previous Accounts
Bank deposit account	8,811	11,386	20,197	13,307
Cash Float	100		100	101
Total	8,911	11,386	20,297	13,408

Table 2

Liabilities (Unrestricted Funds)

	30/09/2024	Previous Accounts
A Devenport	-	2,514
A Burns	-	657
F Buchanan	-	123
Total Outstanding	-	3,294

Table 3

Grants & Fundraising As Of 30 September 2024

Grants	Unrestricted	Restricted	30/09/2024	22-23	21-23
McNab Trust					1,000
J K Young Endowment Fund				1,000	
One City Trust				2,000	
JT Howat Charitable Trust				250	
Fairfield 11/2022				2,500	
H & M Miller Bequest				500	
Fairfield 06/2023				2,500	
Dr Guthrie's Association				1,000	
Edinburgh Airport		1,050	1,050		
Folio Trust	5,000		5,000		
H & M Miller Trust		600	600		
Total	5,000	1,650	6,650	9,750	1,000

Total Grants by 30/09/2024 **17,400**

Fundraising	2023-24 Income	Previous Accounts
Information & Cake Stall - Flotilla of Light	543	516
Information & Cake Stall - Rowing Boat (RB) Launch	669	350
Information & Cake Stall - Canal Festival	752	662
Information & Cake Stall - RB Finale	552	500
Quiz October 2023	49	-
Sponsored Walks	1,467	2,003
Rowing Boat Hire	1,598	1,014
Donations	208	200
Total	5,838	5,245

Table 4

Projects As Of 30 September 2024

Rowing Boats

	Income	Expenditure	Surplus/ (Deficit)
Hire	1,598		
Grant from Edinburgh Airport	1,050		
Paint etc.		501	
Bouyance Aids		175	
Cover		60	
Marine Insurance		702	
Total	2,648	1,438	1,210

Table 5

Notes To The Accounts – For The Year Ended 30 September 2024

1. Basis Of Accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature And Purpose of Funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for day-to-day running of the society.

Restricted funds may only be used for specific purposes. In 2023 – 2024 we raised money for the continued refurbishment of the rowing boats, see Note 6, £1,050, a restricted grant of £600 and an unrestricted grant of £5,000.

3. Repayment Of Expenditure In Kind

The EUCS committee agreed on a repayment policy for expenditure in kind at the committee meeting on the 10th of May, 2022.

Repayments are considered based on the financial position of EUCS on the 30th of September each year. The policy is triggered if the bank balance, omitting any restricted grant funding, exceeds twice the previous year's payments. Any amount above this will be considered for the expenditure in kind repayments.

The committee will approve any repayments. The repayments will be made in the ratio of any expenditure in kind outstanding. All expenditure has evidence of a receipt.

Initially, all categories apart from equipment will be considered. After all this expenditure in kind has been paid off, the expenditure in kind of equipment will be considered. The former form part of the society's running costs and the latter are likely to be one-off costs.

For the year ended 30th September 2024, the final balance of unrestricted money in the bank account was £12,105. The payments for the year were £3,406. To consider making any repayment, we would need a final bank balance of £6,812 in unrestricted funds. We were well above this amount. At a committee meeting on Tuesday 10th, September the committee agreed to pay the outstanding Expenditure In Kind. There are now no liabilities owed by EUCS.

4. Insurances

We currently have two types of insurance. Employers' insurance for third-party liabilities. This insures against accidents on-site and at the events that we host on the towpath. For the year 2023-2024, this was £509. However, this was paid at the end of the last financial year. To hire rowing boats, we need to have marine insurance. For 2023-2024, this cost £702 for our three boats. We searched for a way to combine these insurances with different insurers but the best saving we could find was £7. So, we have remained with our current insurers.

Appendix

Trustee Expenses Policy for Edinburgh Union Canal Society (SC051467)

The purpose of this policy is to ensure that as a result of purchasing items, or performing any other tasks as part of their post holder duties, the Trustees within EUCS are not placed at a financial disadvantage. Equally there should be no financial gain from purchases or activities that are necessary to undertake the role of a post holder of EUCS.

The policy reflects the Trustee Duties contained in Section 66 of The Charities and Trustee Investment (Scotland) Act 2005.

All Trustees of EUCS have a duty to act with care and diligence in the best interests of EUCS. Trustees will act with a higher level of care than they may do with their own finances and affairs, and this will be reflected in their minimising the expenses that they reclaim from EUCS.

All expenses need to be verified with a receipt, a scan of a receipt, or an electronic receipt, for the expenses to be reimbursed.

If no receipt is available, then evidence from a bank statement or credit card statement may be accepted if verified by two Office Bearers.

Expenses must be claimed within four weeks from the date of the receipt.

Receipts should be given or emailed to the Treasurer.

A Trustee can claim up to £50 in total per calendar month.

If a Trustee needs to spend money on behalf of EUCS, which amounts to more than £50 in one calendar month, then the Trustee needs prior approval from at least two Office Bearers. This has to be by email or text.

If there is any dispute about an expense, then it will be put to the main committee for approval.

An Office Bearer cannot approve themselves.

Ford Buchanan, drafted 29/11/22

Approved by EUCS committee by 23/12/22

END

Reserves Policy for Edinburgh Union Canal Society (SCIO) SC051467

The trustees regularly review reserves, using the Reserves Policy to support both the Financial Strategy and the Strategic Plan. A risk-based approach is used to calculate an optimal amount of reserves that looks at reliability of income, costs for re-organisation of activities, and specific

liabilities. Amounts are included for risks we are aware of as well as contingencies to allow Edinburgh Union Canal Society to cope with unexpected costs and opportunities.

We principally hold reserves to:

- protect the continuity of Edinburgh Union Canal Society's work against uncertain future income streams
- provide the capital needed to finance investment in operations
- provide funds to replace assets
- to cover for specific liabilities and identifiable risks
- to allow Edinburgh Union Canal Society to respond to unexpected opportunities that can further mission
- to allow Edinburgh Union Canal Society to meet contractual obligations.

The trustees have set optimal reserves at £4,000 which equates to approximately 12 months unrestricted expenditure. As at 31 January 2023, the level of free reserves (defined as total general unrestricted funds and excluding earmarked grants) stands at £3,740, thereby below the optimal reserves figure. We plan to increase this amount through memberships, sales of refreshments at events, and sponsored activities.

Edinburgh Union Canal Society has designated reserves of £6,750 and restricted reserves of £0. The designated reserves are held to represent reserves that are not available for other activities since they are to be used to commission a business case for a future boathouse. Restricted reserves relate to income to be used in accordance with specific restrictions imposed by funders and therefore do not form part of general reserves.

The Reserves Policy is reviewed every year as part of our annual accounts.

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