

Lothians Conservation Volunteers



Trustees' Annual Report and Accounts

1st April 2022 - 31st March 2023

The Lothians Conservation Volunteers (LCV) was founded in 1970 and has been a SCIO since February 2017. The Trustees are pleased to present their report of LCV's activities for the year ending 31st March, 2023 along with a financial review and financial statements in Receipts and Payments format accompanied by the report of our Independent Examiner.

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Charitable Aims

LCV exists:

- To advance environmental protection and improvement in the Lothians and elsewhere for the benefit of the environment and the public by doing practical work to create and maintain nature reserves and other sites of biological, scientific or environmental importance.
- To advance the education of the public in the principles and practice of environmental conservation by providing volunteering opportunities and training in practical conservation skills.

LCV's governing document is our constitution which is available on our website¹.

Affiliations

LCV is a member of the TCV Scotland Community Network (67142) and is affiliated with the Scottish Council for Voluntary Organisations. We are recognised by OSCR and the Inland Revenue as a Scottish Charitable Incorporated Organisation (SC020384).

¹<https://www.lcv.org.uk/legal/constit.html>

1 Charitable activities report

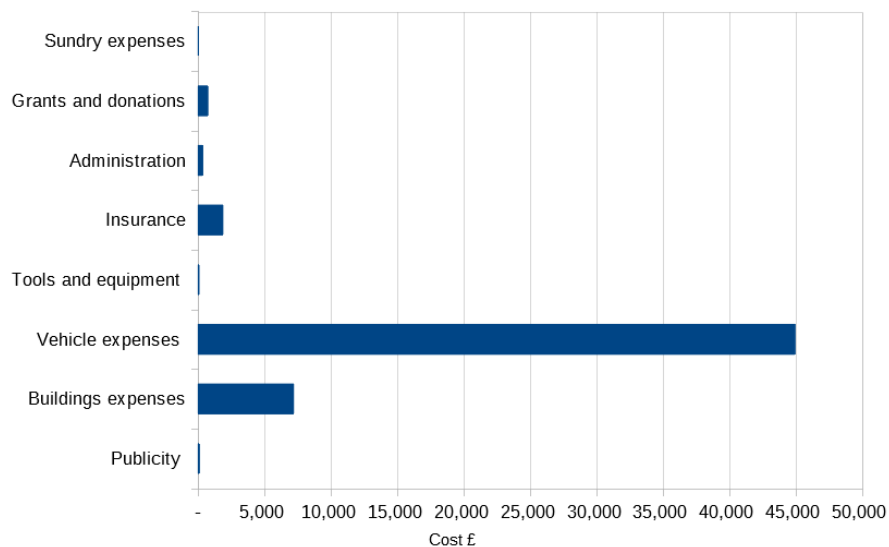
2 Spending

This year LCV has spent a total of £55,154 (2021/22: £4,959) in pursuit of its charitable aims.

Unlike previous years we have made significant capital outlay this year to purchase a new minibus, leading to a direct spend value of £54,434 for Buildings / vehicles, Tools / equipment, Insurance and Accommodation. This represent 99% of our spend.

Administrative costs were £332. A further £83 (0%) relates to volunteer and client recruitment (Publicity and Training).

Excluding the minibus and related activities such as enlarging our garage we expended £4,567.42 which is quite comparable to £4,959.



2.1 Practical activities

LCV aims to work every Sunday and some Saturdays on activities that vary according to the season. We work for a range of clients, including conservation bodies, local councils, and other managers of land with conservation value. We pride ourselves on being able to provide skilled and committed volunteers.

This year LCV ran 62 (2021/22: 55) tasks for 17 (2021/22: 19) different clients at 28 (2021/22: 27) different sites and did 525 days of voluntary work (2021/22: 515) for conservation projects in Scotland. In addition we cancelled 1 task (2021/22: 1).

We had an average of 8.475806 volunteers on each task which, although a slight fall from the previous year is still comparable to our record over the past few years (2021/22: 9.36, 2020/21: 9.25, 2019/20: 9.5, 2018/19: 9.1). We have run a lot more tasks this year and had a fallow patch from July-December 2022 where task attendances were low. No clear explanation for this phenomenon was identified

but we suspect that volunteers were taking advantage of more freedom-of-choice in their activities since COVID-19 receded may have played a part. Happily, numbers returned to the long-term average from January 2023 onwards.

We ran our first residential task since the COVID-19 pandemic at Ben Lawers NNR in September 2022 and hoped to run another in March 2023. Regrettably the March trip was cancelled but we are glad to start our residential programme again.

COVID-19 thankfully had no direct impact on the LCV task programme this year.

Sites	Date	Work Description	Days
Gifford Community Woodland			
Gifford	2022-08-14	Ditch clearance	7
Gifford	2022-08-28	Ditch clearance	6
Gifford	2022-09-11	Rhododendron control	9
Gifford	2022-10-30	Rhododendron control	13
Gifford	2022-11-13	Rhododendron control	12
Gifford	2022-11-26	Rhododendron control	7
Gifford	2023-01-14	Rhododendron control	12
Gifford	2023-02-04	Rhododendron control	5
Gifford	2023-03-12	Rhododendron control	9
Gifford	2023-03-19	Rhododendron control	7.5
TOTAL			87.5
Scottish Wildlife Trust			
Upper Nethan Gorge	2022-04-02	Tree detubing and maintenance	13
Bawsinch	2022-04-02	Wildflower planting - memorial meadow	12
Cander Moss	2022-06-05	Scrub clearance	9
Red Moss	2022-09-25	Bog management	10
Cander Moss	2023-03-26	Sapling removal	12
TOTAL			56
East Lothian Council			
Traprain Law	2022-06-19	Ragwort control	9
North Berwick Law	2022-06-26	Ragwort control	6
Traprain Law	2022-07-03	Ragwort control	9
Gullane	2022-10-09	Scything	7
Yellowcraigs	2022-12-04	Scrub control	6
Yellowcraigs	2022-12-11	Scrub control	6

Sites	Date	Work Description	Days
North Berwick Law	2023-01-15	Meadow management	10
TOTAL			53
Humbie Woods			
Humbie Woods	2022-05-01	Pathwork/rhododendron removal	10
Humbie Woods	2022-05-15	Pathwork/rhododendron removal	12
Humbie Woods	2022-07-31	Pathwork and rhododendron control	6
Humbie Woods	2022-08-07	Pathwork and rhododendron control	7
Humbie Woods	2023-02-26	Rhododendron control	13
TOTAL			48
Midlothian			
Vogrie	2022-04-10	Pond management	11
Roslin Glen	2022-10-08	Meadow management	7
Roslin Glen	2022-12-26	Woodland management	7
Gore Glen	2023-01-02	Scrub management / broom burning	14
TOTAL			39
Historic Environment Scotland			
Holyrood Park	2022-09-04	Gorse control	7
Blackness	2022-11-19	Boardwalk renovation	5
Holyrood Park	2022-11-20	Gorse control	4
Holyrood Park	2023-01-08	Gorse/scrub control	5
Holyrood Park	2023-02-19	Gorse/scrub control	11
TOTAL			32
Friends of Leadburn Community Woodland			
Leadburn	2022-05-08	Crown raising	9
Leadburn	2022-05-22	Crown raising	11.5
Leadburn	2022-06-12	Removing regen from bog and storm damage clearance	10
TOTAL			30.5
Falkland Estate			

Sites	Date	Work Description	Days
Falkland Estate	2022-09-10	Gorse control around newly planted trees	5
Falkland Estate	2022-09-17	Gorse control around newly planted trees	7
Falkland	2022-11-06	Rhododendron control	8
Falkland Estate	2022-12-18	Rhododendron control	0
Falkland Estate	2023-03-05	Rhododendron control	10
TOTAL			30
West Lothian Council			
Beecraigs	2022-07-17	Tree detubing and maintenance	6
Beecraigs	2022-07-24	Tree detubing and maintenance	10.5
Little Boghead	2022-10-15	Pond work	4
Little Boghead	2022-10-16	Pond work	9
TOTAL			29.5
Whim Wood			
Whim Woods	2023-01-29	Rhododendron control	11
Whim Woods	2023-02-12	Rhododendron control	12
TOTAL			23
David Long			
Spottiswoode	2022-04-24	Clearing storm damage	11
Spottiswoode	2023-02-05	Brashing	10
TOTAL			21
Granton Castle			
Granton Castle Walled Garden	2022-04-17	Garden management	4
Granton Castle Walled Garden	2022-07-10	Garden management	6
Granton Castle Walled Garden	2023-01-22	Orchard management	7
TOTAL			17
Portmoak Commnity Wood			
Portmoak Moss	2022-04-03	Tree cutting	8
Portmoak Moss	2022-09-18	Tree removal to preserve bog	6

Sites	Date	Work Description	Days
TOTAL			14
Borders Forest Trust			
Talla and Gameshope	2022-11-27	Tree planting	14
TOTAL			14
City of Edinburgh Council			
Easter Craiglockhart Hill	2022-05-29	Willow spiling	9
Easter Craiglockhart Hill	2022-10-23	Meadow raking	3
TOTAL			12
National Trust for Scotland			
Ben Lawers	2022-09-30	Tree planting	12
TOTAL			12
Eaglescairnie Mains Farm			
Eaglescairnie	2022-08-21	Various woodland tasks	7
TOTAL			7

2.2 The minibus

In October 2022 we took delivery of our new 13 seat Fiat Ducato minibus, replacing our 12 year old 12 seat Ford Transit minibus. This was funded by a very generous bequest matched by funds set aside annually by LCV in our minibus replacement fund, together with smaller donations from The Scottish Wildlife Trust Lothians Group and Leadburn Community Woodland. The new bus provides an extra seat and larger tool storage capacity, and meets the new Low Emission Zone requirements being enforced in Scottish cities. Improved reliability of running a new bus and improved fuel efficiency should reduce our operating costs for the next few years. Unfortunately the increased dimensions of all new minibus models required us to carry out major building modifications to our garage to accommodate the new bus, but this was completed in time for its delivery.

Our minibus is used exclusively for the purposes of the group, and in 2022/23 it was driven 3077 miles (2021/22: 2469) on task. Operating a minibus is vital: it allows us to welcome volunteers who do not have their own transport, and gives us the means to transport bulky tools safely.

We lifted the requirements for mask-wearing and other countermeasures in the LCV minibus during 2022, in line with the lifting of requirements to wear masks on public transport and in other situations.

2.3 The garage and toolstore

The minibus is stored in a garage which LCV owns and maintains and which is adjacent to our tool store. LCV owns a wide variety of tools. One of the strengths

of the group is that we can provide the client with volunteers who are fully equipped for the task. This year we spent only £47 on new tools and equipment (£163 in 2021/22).

The minibus garage contains a water supply. As a charity with a gross income of less than £300,000 LCV is eligible for complete exemption from water supply charges. We have applied for and received confirmation of the exemption to charges in the 2022/23 year.

As our properties are classed as non-domestic, we are liable for the appropriate non-domestic rates charges on both but as a charity we are eligible for relief of 80% of the rates demand (so called "mandatory rates relief"). LCV is also exempt from the remaining 20% of the rates as a result of the Small Business Bonus scheme².

Should the eligibility criteria for the Small Business Bonus scheme change in future and LCV become liable to pay 20% of the rates, the demands we have recieved indicate that the combined charges for both the properties will be in the region of £240 a year. We do not expect the eligibility criteria to change imminently.

All modifications to our garage required to accomodate the new minibus were completed by September 2022. We have confirmed with our insurers that our existing insurance policy is still valid after the modifications as these do not materially change the construction of the building.

Members On 31 March 2023 LCV had 146 members. Of these 10 were dormant members who had not been on task, but are still interested in LCV's activities and have requested continued membership. There were 136 active members who had been on a task during the year. It is this number which is comparable to the totals from previous years (2021/22: 126 2019/20: 123, 2018/19: 111, 2017/18: 93, 2016/17: 95).

Leaders / Drivers LCV has 15 volunteers acting as leaders and/or drivers during 2022/23. This is a slight increase on the 10 in 2021/22.

We are happy to have increased both our leader count (to 9) and driver count (to 8) in 2022/23. This is helping to reduce the pressure on certain key volunteers but we are still seeking more leaders and drivers in 2023/24.

	Leading	Driving	Either
12 or more tasks	2	2	4
8 to 11 tasks	1	1	2
4 to 7 tasks	2	3	5
1 to 3 tasks	4	2	4
Total	9	8	15

²At present the key eligibility criterion for the Small Business Bonus Scheme is rateable value: as our properties have a combined rateable value of less than £15,000 we are eligible for 100% relief under the scheme

Publicity and recruitment A total of 72 new volunteers (2021/22: 83) came on their first task with us during the year. The mean of new volunteer numbers in the past 10 years is 53. These figures indicate our new volunteer count and active membership are healthy, despite the dip in task attendance (and consequent reduction in average volunteer numbers on task) during July-December 2022.

As in previous years the majority (approx 36%) of our new members arrive from internet sources with a slightly smaller number (approx 29%) through the Volunteer Centre. Interestingly we have had a considerable number of volunteers through word of mouth (26%) this year. This is unexpected; the corresponding figure in the previous year was 16%.

As expected, our social media presence reduced in 2022/23 due to the publicity officer no longer residing in Edinburgh making attendance on tasks difficult. Nevertheless we created 10 new posts all shared simultaneously on Instagram and Facebook. Our Instagram following increased by 31% from 327 to 429 and on Facebook we increased our following from 684 to 733 (+7%). Facebook Likes were up by 8% from 651 to 705.

We have spent nothing on Facebook advertisements this year as volunteer numbers on task have been healthy.

We continue to mail our paper newsletter to our clients. There are no longer any paper subscribers amongst our membership as the newsletter is available online.

In 2022/23 the website received 16436 visits, corresponding to around 998 unique visitors per month (2021/22: 14553, 870). This is an increase on last year.

As in the previous year, the site index page is the most popular landing point.

Volunteer retention In 2022/23, 33 new volunteers returned for a 2nd task (2021/22: 35) and 11 new volunteers returned four or more times (2021/22: 7).

This represents improvement on our performance during 2021/22.

Training LCV aims to provide the training volunteers need to undertake tasks safely and in a skilled fashion. Our leaders' first aid training certificates are now overdue for renewal but the pandemic made it impossible to arrange a suitable course due to the need for practical training like this to take place in person.

A first-aid course has been arranged for June 2023, finally addressing this long-standing training issue.

No other training has been conducted during 2022/23.

In 2023/24 we hope to send interested volunteers on D1 and MiDAS (as appropriate) driver training courses. This however is dependent on a successful funding bid.

Income, fundraising and supporters LCV's income comes primarily from client charges and donations. Last year's income picture was unusual due to a large anonymous (at the request of the legator) legacy provided for the express purpose of purchasing a new minibus.

We purchased the minibus this year leading to a large deficit but with a corresponding increase in the value of the assets that LCV holds. We are not concerned by the large cash deficit as this was planned expenditure.

Operationally, our trading income and donations continue to cover our costs and our cash reserves are more than healthy.

Our volunteer and mileage charges were last increased in 2018/19 after many years without an increase. Given our healthy financial situation at present we saw no need to increase the charges at the moment.

We have received no competitive grant income this year but our donation income continues to increase. All eligible donations will have Gift Aid claimed on them. The next planned claim is in August 2023.

3 Achievements and impacts

LCV's charitable aims are:

- To advance environmental protection and improvement in the Lothians and elsewhere for the benefit of the environment and the public by doing practical work to create and maintain nature reserves and other sites of biological, scientific or environmental importance.
- To advance the education of the public in the principles and practice of environmental conservation by providing volunteering opportunities and training in practical conservation skills.

Through our activities we have enabled 525 days of practical work to be undertaken with associated benefits for the environment and for all members of the public who use the sites where we work. We have brought 136 people (our members) into direct contact with volunteering and educational opportunities.

We have increased our volunteer base and the number of tasks carried out this year. We are working on addressing our training backlog and improving the performance of LCV's bank accounts.

4 Administrative information

Governance LCV is run by a committee of trustees who are usually elected at the Annual General Meeting in May. They serve for one year, and may then stand for re-election. In addition our constitution permits trustees to be appointed by resolution of the committee. Committee members are recruited from LCV's membership.

The trustees during the 2022/23 financial year and at the point of approval of the accounts and report are:

Coordinator	William McSporran
Task Organiser	Matt McCabe
Treasurer	David Nutter
Newsletter Editor	Aurelie Brousse (until 2023-09-05, then Annie Gallagher)

Transport Secretary	Debbie Tribak
Logistics	Jackie Howlett
Fundraising	Position vacant as of 2022-03-31, formerly Niamh Ni Nagy
Publicity	Katie Koehler
Minibus	Trevor Paterson
Tools Officer	Rob Hutchinson (until 2023-03-14, then Geoff Dart)
Membership Secretary	Greg Parker
Webmaster	David Nutter
Engagement officer (new post)	Antonia Murphy (from 2023-09-19)

General Data Protection Regulation (GDPR) The GDPR came into force on the 25th of May 2018 and LCV has made considerable efforts to ensure that our systems and record keeping are in line with the new requirements. We maintain a data asset register detailing how we store, process and protect personal information in the course of our work. In addition we have developed short privacy statements for our new volunteer forms, task sheet and website.

We have an ongoing process to document the locations of all of LCV's records (paper and electronic) to help with the process of onboarding new trustees and to ensure that our records management is not reliant on the memories of our trustees.

Contact details

Post	William McSporran, Coordinator, 14 Orchard Place, Livingston, EH54 6RX
Registered address	4 (2F1) Murieston Terrace, Edinburgh, EH11 2LH
Web	https://www.lcv.org.uk
E-mail	enquiries@lcv.org.uk
Bankers	Bank of Scotland, PO BOX 1000, BX2 1LB

5 The year ahead

Last year we intended to:

- Address our training needs including D1 training for new drivers and a suitable first aid course. This will require some fundraising
- Replace our minibus

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- Continue to recruit additional leaders and drivers to sustain our numbers

A first aid course is arranged for June 2023 and we are awaiting a decision on a funding application related to this and driver training.

Our minibus was successfully replaced (see The minibus on page 8) and the garage enlarged to accommodate it.

We now have 9 active leaders and 8 active drivers, a considerable increase on the 6 each we had in 2021/22. If we can continue to boost numbers that will help with the problem that a few volunteers are doing disproportionate amounts of leading and driving (defined as more than 12 tasks lead or driven in a year).

Thankfully, COVID-19 has not disrupted our task programme at all this year, and (so far at least) supply chain disruption and cost increases are not affecting us unduly.

For the next year we shall concentrate on our training programme and finish moving our cash reserves to a better interest paying account. We will also aim to preserve and if possible increase our leader and driver numbers.

6 Financial Review

This year has seen a deficit of -£38,943.45 (2021/22: £25,693 surplus).

Our deficit is composed of a deficit on unrestricted funds of -£13,143.45 and a deficit on restricted funds of -£25,601

Funds employed stand at £96,877.11 (2022: £94,484.17) of which £30,109.47 (2022: £32,348.28) are restricted.

While this deficit is large, it should be noted that this relates to the purchase of our new minibus. We therefore have an asset that is currently very valuable and consequently our funds employed have actually increased since last year. While the minibus will depreciate over time (see Accounting policies on page 23), the very large cash expenditure this year will not be repeated in future years.

Our general fund cash reserves of £5,333.46 have decreased slightly from (2022: £5,442.43). This is still higher than we would usually maintain but as inflationary pressures are high we will not redesignate funds at this time. During the past financial year we did redesignate some additional funds (largely arising from the sale of our old minibus). This redesignation is discussed below.

6.1 Notable events

There were no notable events this year

6.2 Income

Income from tasks this year is £4,461.40 (2022: £4,287).

LCV did not apply for any grants this year (2022: £1000, 2021: £0, 2020: £0, 2019: £534, 2018: £0, 2017: £700).

We do not expect grant income to make a large contribution to LCV running costs as long-term grants for running costs are (generally) no longer available. We have applied for funding to run a series of training courses (first aid, D1 and MiDAS driver training) and expect to be notified of the outcome in the next financial year. We received a donation of £1500 from Leadburn Community Woodland. This is unrestricted.

A total donation of £5,650 was received from Trevor Paterson, restricted to the project to enlarge our garage to contain the new minibus. Trevor is a trustee of LCV and we are collectively grateful for his donation. This donation has been spent in its entirety during the financial year.

We have also reclaimed Gift Aid on our donations this year, leading to considerable additional income of £1536. Income of this size from Gift Aid is not expected to be repeated in future years.

The project to find a suitable interest-bearing account for our reserve funds is moving forwards. As LCV does not have large cash holdings we can take advantage of the £85,000 FSCS deposit guarantee scheme. We intend to move our reserve funds to a suitable instant-access savings account (likely with our existing bankers, Bank of Scotland) which allows online administration and two-to-sign authorisation using authentication devices, just like our current account. Thus we will benefit from slightly increased interest and convenience when using the account.

Once this transfer is accomplished we may then decide to deposit some of these funds in a restricted access account to get access to a higher rate of interest. As this will limit our ability to use our reserves this move requires further consideration.

On the expenditure side, there has been considerable expense this year, related to the purchase of our new minibus and the related project to enlarge our garage. It is notable that our unrestricted deficit of -£13,143.45 is considerably less than the unrestricted spend we made (from our designated Minibus Replacement Fund) of £17,775.20 to cover the conversion of the base vehicle into a minibus. This indicates our core operations are operating at a surplus which we will use to rebuild the Minibus Replacement Fund and other funds related to our operations in future years.

The trustees have identified a number of these designated funds to give clarity about our future financial planning. During the 2022/23 reporting period there are two funds which relate to our minibus, a training related fund and four which relate to plans to spend a legacy which we received in 2014. Details of these funds are as follows:

- **Minibus replacement fund** Despite replacing our minibus in the past year we are retaining this fund to ensure we have capital to help with the eventual replacement of our bus after a decade. Experience shows that it is much easier for us to raise grant funding for a new bus if we contribute a substantial fund of our own.
- **Minibus maintenance fund** This provides a reserve for large repair bills for the minibus, which we would expect to incur towards the end of its life. This year we made no charges to this fund and upon the sale of our old bus we designated some of the sale price to this fund to cover future maintenance contingencies. The balance of this fund now stands at £5,000.

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- **Training fund** This provides a reserve to fund potential training opportunities for our volunteers. This includes providing match funding for grant applications. We decided to designate a fund rather than use our unrestricted reserves for this to show intent to potential grant applications.
The balance of this fund currently stands at £1,000
 - **Legacy funds** Colin McLean left an unrestricted £20,000 legacy to LCV in 2014/15. This fund was originally designated as four lots of £5000 as follows:
 - **Bawsinch fund** This fund was spent in its entirety before the start of this reporting year and stands at £0.
 - **Reserve Development fund** This fund exists to support projects on nature reserves. The main use is to provide volunteer accommodation on residential, but we also use it to subsidise tasks that would not otherwise be possible yet have high conservation value.
The remaining balance is now £2,578.54.
 - **Tree Related Projects fund** This fund will contribute to planting of trees, or other projects which enhance woodland cover / health. This year we have started to collaborate with the Borders Forest Trust to spend these funds by enhancing tree cover at the Talla and Gameshope sites in the borders.
The remaining balance is now £4,144.50
 - **Small Grants fund** This fund was intended allow LCV to work with local organisations that couldn't otherwise afford projects or our services. Up to 2020-04-16 £2,600 was spent from this fund. Following a motion at the committee meeting on 2020-04-16, the remaining £2,400 was reallocated to the reserve development fund and the balance of this fund now stands at £0.

6.3 Risk management and reserves

The LCV Trustees carry out a regular review of the risks facing the group and of the impact, probability and possible mitigation of each risk. Financial risk is reviewed at each monthly committee meeting during presentation of the treasurer's report for that month.

LCV has a system of financial controls. These controls aim to give us reasonable (but not total) safeguards for our assets from unauthorised disposal or use.

Our investment policy has concentrated on maintaining the value of our saving by investing in low-risk interest-bearing deposit account. Regrettably the interest rate on this account remains low and now stands (as of April 2023) at 0.6%. As this account is difficult to operate as well as having an uncompetitive interest rate we will explore transferring our remaining cash reserves to an account which is easier to operate and protected by the £85,000 FSCS deposit guarantee scheme with a higher rate of interest.

LCV maintains financial reserves to enable us to recover from the loss of a major client or donor while still meeting commitments to our clients and volunteers. At most our task programme extends four months into the future, so we aim to retain general fund reserves representing around one third to one half of our annual income

in the range £3,000—£4,000. We review this policy annually. At the year end our unrestricted reserves are £5,333.46 in surplus (2022: £5,442.43 in surplus. This amount is somewhat above the preferred range but as inflationary pressures (on fuel and other costs) are high, we do not intend to redesignate funds at this time.

7 Independent Examiner

We are grateful to Julia Loveland for carrying out an independent examination of our annual accounts this year. No fee was charged for this work

Approved by the Trustees on 2023-12-20 and signed on their behalf by,

William McSporran, Coordinator

7.1 Independent Examiner's Report to the Trustees of Lothians Conservation Volunteers

I report on the accounts of the charity for the year ended 31st March 2023, set out on pages 19 to 28.

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 (as amended)*. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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.

7.2 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 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.

[Details redacted for confidentiality]

8 Statement of receipts and payments

For the year ended 31 March 2023.

Receipts

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Donations	5650.00	3171.04	8821.04	25361.00
Legacies	-	-	-	-
Grants	-	-	-	1000.00
Receipts from fund-raising		-	-	-
Gross trading receipts		4461.40	4461.40	4287.35
Receipts from investments (other than land or buildings)		25.21	25.21	4.20
Rent from land and buildings				
Receipts from sale of fixed assets	-	2902.52	2902.52	-
Receipts from other charitable activities		-	-	-
Receipts from social events		-	-	-
Total receipts	5650.00	10560.17	16210.17	30652.55

Payments

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Expenses for fund-raising activities		-	-	-
Gross trading payments				
Investment management costs				
Payments relating directly to charitable activities	5650.00	5207.42	10857.42	3759.16
Grants and donations		720.00	720.00	-
Purchase of fixed assets	25800.00	17776.20	43576.20	1200.00
Governance costs		-	-	-
Legal costs				
Total payments	31450.00	23703.62	55153.62	4959.16
Net receipts/payments	-25800.00	-13143.45	-38943.45	25693.39
Transfers to/from funds				
Surplus/deficit for year	-25800.00	-13143.45	-38943.45	25693.39

9 Statement of balances

At 31 March 2023.

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Bank balances start	26301.28	44001.89	70303.17	44609.78
Surplus/deficit for year	-25800.00	-13143.45	-38943.45	25693.39
Bank balances end	501.28	30858.44	31359.72	70303.17
NS&I Investment Account			26042.23	42017.02
Bank of Scotland Treasurers' Account			5317.49	28286.15
			31359.72	70303.17

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Minibus	24762.19	17775.20	42537.39	1.00
Minibus deposit	-	-	-	1200.00
Buildings	4846.00	18133.00	22979.00	22979.00
Tools		1.00	1.00	1.00
Total other assets at end of year	29608.19	35909.20	65517.39	24181.00
Total assets (inc cash) at end of year	30109.47	66767.64	96877.11	94484.17

10 Liabilities

The accounts are prepared on a receipts and payments basis and accordingly any liabilities discussed below are not reflected in the statement of receipts and payments and statement of balances for the period.

At present, LCV has no liabilities or contingent liabilities.

Approved by the Trustees on 2023-12-20 and signed on their behalf by,

David Nutter, Treasurer.

A Notes to the financial statements

At 31 March 2023

A.1 Accounting policies

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

Decimals are provided for clarity as we believe rounding introduces confusion when performing calculations upon figures in this report.

Income and expenditure All items are recognised in the year received or paid.

Depreciation The receipts and payments accounts do not show depreciation.

However as per our usual practice the value of our minibus will be depreciated on a straight-line basis in future years to reflect its diminishing value and the fact that it will have negligible value by the time it is 10 years old.

The purchase price of our minibus was £44776.20 and it will therefore depreciate by £4477.62 every year. We will apply depreciation on the anniversary of the purchase of the bus (October 2023 being the first such date) so at year end the initial book value is depreciated by $£4477.62 \times \frac{6}{12} = £2238.81$

A.2 Donations received

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Anonymous legacy	-	-	-	25000.00
Trevor Paterson	5650.00	-	5650.00	81.00
Gift Aid Repaid	-	1536.04	1536.04	-
Regular anonymous donation	-	110.00	110.00	180.00
Braw Data	-	-	-	100.00
Anonymous donation	-	25.00	25.00	-
Friends of Lead-burn Community Woodland	-	1500.00	1500.00	-
Total donations	5650.00	3171.04	8821.04	25361

Many donations and the large legacy are anonymous; this is to protect donor privacy. The donation from Braw Data was as a result of filling in a survey on charitable accounting procedures.

LCV has also received two donations of facilities and services.

Firstly, independent examination (for which no fee is charged).

Secondly, Historic Environment Scotland sharpened a number of tools for us in their workshops. No fee was charged for this work.

A.3 Grants received

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Leadburn Community Woodland	-	-	-	1000.00
Total grants	-	-	-	1000.00

Please note the grant from SWT Lothians was misrecorded as a donation in the 2021 annual report. We have corrected this oversight here.

The grant from Leadburn Community Wood is restricted to purchasing a new minibus.

A.4 Payments relating directly to charitable activities

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Vehicle expenses	-	1388.93	1388.93	2065.61
Buildings	5650.00	1516.00	7166.00	-92.73
Insurance	-	1840.64	1840.64	1554.92
Administration	-	332.47	332.47	5.69
Publicity	-	82.58	82.58	62.40
Tools and Equipment	-	46.80	46.80	163.27
Total payments	5650.00	5207.42	10857.42	3759.16

Publicity is classified as a charitable activity for various reasons including but not limited to: direct educational purposes: to target those who can use the information to further LCV's objectives; to encourage recipients to act in a manner to further LCV's objectives and to increase awareness of LCV's objectives.

Our buildings expenses are negative this year due to a refund of previous payments for business rates.

A.5 Grants and Donations

	Restricted funds	Unrestricted funds	Total 2022/23	Total 2021/22
Borders Forest Trust	-	720.00	720.00	-
Total donations	-	720.00	720.00	-

The donation to Borders Forest Trust was made to using funds from our long-standing Tree Related Projects fund and is discussed in the Financial Review on page 13.

A.6 Fixed assets

Tools are effectively consumable items and are expensed in the year of purchase. Thereafter, they are considered to have a negligible residual value as reflected above. Buildings are not depreciated.

Our minibus has been replaced and the asset value now stands at the purchase price of the minibus, less depreciation. This resolves the £1 discrepancy due to the double-recording of the residual value of the bus in our previous accounts.

Note the creation of a deposit asset for the purchase of our new minibus in the previous financial year. This asset was fully expended when the new bus arrived and its value incorporated in the initial value of the new minibus

This asset does not appear in the previous annual report due to an error recording its value in the accounts. The cash expenditure is in any case the same.

	Balance at Apr 01 2022	Surplus/deficit for year	Balance at Mar 31 2023
Minibus	1.00	42536.39	42537.39
Toolshed	17979.00	-	17979.00
Garage	5000.00	-	5000.00
Tools	1.00	-	1.00
Minibus deposit	1200.00	-1200.00	-
Total 2022/23	24181.00	41336.39	65517.39
Total 2021/22	22981.00	1200.00	24181.00

A.7 Restricted funds

	Balance at Apr 01 2022	Surplus/ deficit for year	Balance at Mar 31 2023
Minibus	27001.00	-2238.81	24762.19
Training	480.68	-	480.68

	Balance at Apr 01 2022	Surplus/ deficit for year	Balance at Mar 31 2023
Lane Repair	20.60	-	20.60
Tool Store	4846.00	-	4846.00
Total 2022/23	32348.28	-2238.81	30109.47
Total 2021/22	6348.28	26000.00	32348.28

Minibus and Tool Store Grants and donations to purchase these fixed assets.

Garage reconstruction This fund was establish to cover the costs of reconstructing our garage to house the new minibus.

Training Grants for training courses.

Lane repair unspent balance of donations from local householders for repairs to communal lane adjoining our garage.

A.8 Designated funds

	Balance at Apr 01 2022	From (to) other desig- nated funds	From (to) general funds	Balance at Mar 31 2023
Minibus replacement	27820.40	-	-15018.66	12801.74
Minibus maintenance	2854.02	-	2145.98	5000.00
Reserve development	2885.04	-	-306.30	2578.74
Tree Related Projects	5000.00	-	-855.50	4144.50
Training	-	-	1000.00	1000.00
Total 2022/23	38559.46	-	-13034.48	25524.98
Total 2021/22	38671.71	-	-112.25	38559.46

Minibus replacement fund provision for replacement of our minibus in future

Minibus maintenance fund provision for repair of our bus as it ages.

Training This fund is intended to cover training contingencies where LCV cannot easily fundraise, and to provide match funding to bolster grant applications.

The remaining funds are for spending the legacy we received in 2014. The transfer from the Reserve Development fund is the cost of tasks at Cander Moss. These funds are discussed in the Financial Review on page 13.

A.9 General funds

	Total 2022/23	Total 2021/22
Balance at 1st April	23576.43	22570.79
Surplus (deficit) for year	4631.75	893.39
Transfer to (from) designated funds	13034.48	112.25
Balance at 31st March	41242.66	23576.43

Please note that in previous accounts the residual value of our tools were not included in general funds as they should have been. The correction is shown here and the Analysis of Assets Between Funds in section A.10 has been updated accordingly.

A.10 Analysis of assets between funds

	Restricted	Designated	General	Total 2022/23	Total 2021/22
Fixed assets	29608.19	-	35909.20	65517.39	24181
Current assets	501.28	25524.98	5333.46	31359.72	70303.17
Totals	30109.47	25524.98	41242.66	96877.11	94484.17

A.11 Trustees remuneration and expenses

The members of the LCV Committee and persons connected to them did not receive any remuneration in 2023(2022: nil) nor were they reimbursed for expenses incurred in the performance of their duties as trustees. LCV has no employees.

A.12 Taxation

LCV is recognised by the Inland Revenue as a charity for taxation purposes. As our trading income is directly connected with our charitable purposes we do not believe a liability for corporation tax arises.

LCV is liable for non-domestic rates on its two properties but with 100% rates relief available: 80% from mandatory rates relief available and the remaining 20% via the Small Business Bonus Scheme.

A.13 Water and sewerage charges

Under the Scottish Government's Water Charges and Sewerage Exemption Scheme charities with incomes under £300,000 do not need to pay water and sewerage

charges provided that they apply for exemption annually. LCV has no sewerage connection and so no potential liability for sewerage charges. An application for the exemption from water charges was made on 14th February 2022 and granted on 8th December 2022

B Potential conflicts of interest

Some LCV trustees undertake roles with other organisations which have relationships with LCV.

These are as follows:

Debbie Tribak Debbie is employed by the Scottish Wildlife Trust. Debbie's role at the trust (administrative officer) does not directly impact LCV's relationship with the trust.

Trevor Paterson is treasurer of SWT Lothians Group. Trevor recuses himself from any decision making in the SWT Lothians Group that directly affects LCV

Matt McCabe works for Historic Environment Scotland, an active client. Matt's role allows him to book LCV to work on sites he manages and this may give rise to a conflict of interest where other clients are deprived of LCV's services due to them working on Historic Environment Scotland sites.

To manage this conflict of interest Matt will allow other clients first refusal of all dates in a task programme before selecting dates for his own tasks (if any) after 2 weeks. Moreover no client (including Historic Environment Scotland) will normally get more than 3 tasks per quarter anyway. These requirements may be waived by the committee after a discussion without Matt present.

B.1 Organisations with which LCV has a relationship

The relationships that LCV has with other organisations which may give rise to conflicts of interest are documented below.

Scottish Wildlife Trust (including the Lothians Group) LCV undertakes task on SWT sites from time to time, primarily. During 2022/23 Scottish Wildlife Trust received benefit of £306.30 from the Reserve Development Fund to cover tasks on their sites. In addition we received £70.60 of task income from the SWT Lothians Member Centre

Historic Environment Scotland LCV undertook tasks at Holyrood Park and Blackness castle in the past year. These tasks represented only 6% of the workdays we undertook (32/525) and therefore we deem the potential conflict of interest to be moot.

Leadburn Community Woodland Leadburn community woodland gave use a £1000 grant in 2021/22 and a further £1500 in 2022/23. We have worked with Leadburn on several occasions and received £320.20 in task income from them this year in addition to the funds above.