# REGISTERED COMPANY NUMBER: SC237311 (Scotland) REGISTERED CHARITY NUMBER: SC034064

Report of the Trustees and

**Unaudited Financial Statements** 

for the Year Ended 31 March 2020

<u>for</u>

Mavisbank Trust
(a company limited by guarantee)

A H & Co Ltd
Chartered Accountants
6 Logie Mill
Edinburgh
Lothian
EH7 4HG

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# Reference and Administrative Details for the Year Ended 31 March 2020

TRUSTEES

R M Brankin (Chairman)

DHS Harrowes

D Campbell (retired 14.12.19) R J Constable (retired 14.12.19)

C S Lewis C K McIntosh W J Stoddart I J Young C I Cumming E K McCalman

M W G Steven (appointed 20.7.19) F S Barron (appointed 12.9.19) L M Wood (appointed 4.4.20)

REGISTERED OFFICE

Swanston Steading 109/11 Swanston Road

Edinburgh EH10 7DS

REGISTERED COMPANY NUMBER

SC237311 (Scotland)

REGISTERED CHARITY

NUMBER

SC034064

INDEPENDENT EXAMINER

A H & Co Ltd

Chartered Accountants

6 Logie Mill Edinburgh Lothian EH7 4HG

# Report of the Trustees for the Year Ended 31 March 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. 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) (effective 1 January 2019).

#### **OBJECTIVES AND AIMS**

The objective of the charity is to secure the restoration and future maintenance of Mavisbank House and its Policies for public benefit. Since the Trust's formation in September 2002 it has carried out extensive development work and planning to support the case for restoration of the historic house and grounds which are located at Loanhead in Midlothian, in addition to undertaking projects to increase community awareness of Mavisbank and access to the grounds.

#### EARLY PROJECT ACHIEVEMENTS

The Trust secured a number of grants and donations which enabled it to produce detailed development plans for Mavisbank in 2005 and 2012, as well as undertake consultations on the proposals with the local community, project partners and potential funders. However, progress has often been frustrated by a number of major problems that have proved difficult to resolve. These have included the unknown ownership of the house, access to the site, partner engagement and a severe reduction in potential partner, and other, project funding sources in recent years. In 2008 the Trust secured a place for Mavisbank on the World Monuments Fund's 100 most endangered cultural heritage sites in the world.

Following agreement between the Mavisbank Trust, Historic Scotland, Midlothian Council and the Edinburgh & Lothians Greenspace Trust (ELGT) to take the restoration project forward, a 'Vision for the Future of Mavisbank House and Policies' was launched in May 2012 by the Scottish Minister for Culture and a concordat signed by the chief executives/chairman of the four partners outlining the shared vision, process and programme for the restoration project.

Consequently, the Mavisbank Trust secured around £100K in grants and donations during 2012-13 that enabled it to contract the necessary professional services to review and update its previous project and business plans and use these as the basis of a Stage 1 grant application to the Heritage Lottery Fund (HLF) in February 2013. This application sought funding to carry out detailed development work that would progress the project to implementation stage and, in addition, a £3.2M grant towards the £5M total cost of the restoration.

Whilst the Trust's Stage 1 grant application to the Heritage Lottery Fund (HLF) in June 2013 was unsuccessful, the HLF recognised the national importance and great heritage value of Mavisbank and invited the Trust to re-submit its application once a number of areas of concern had been addressed by the project partners.

During 2013-14 the Trust was successful in securing £100K in funding from the Tyne-Esk LEADER programme, Scottish National Heritage, Midlothian Council and Historic Scotland to undertake a range of site surveys and investigations, further community engagement and emergency stabilisation work to the house. In addition, the Trust worked with ELGT to upgrade the existing riverside path, improve drainage and construct two new footpaths within the grounds, creating the first formal public access to Mavisbank for many decades. Work was also completed by the Trust to facilitate the submission of a planning application to Midlothian Council for a new road access to Mavisbank and associated car park.

In December 2015 the Trust was delighted when Europa Nostra, the leading European heritage organisation, and the European Investment Bank Institute announced that Mavisbank House was included in the 14 monuments and sites shortlisted by an international panel of experts for its '7 Most Endangered' programme 2016'. This gave recognition to their outstanding heritage and cultural value as well as the grave danger that they are facing. The only UK site proposed, Mavisbank House did not make the final listing but its initial selection provided a significant boost to the profile of the project.

#### Report of the Trustees for the Year Ended 31 March 2020

With the initial support of the Princes Regeneration Trust a Partnership Steering Group was established in 2015 to re-evaluate and update the Trust's development plans, as well as explore potential new opportunities. The Trust and its partners carried out detailed work to resolve the access and ownership issues, whilst Midlothian Council supported it taking ownership of Mavisbank House, subject to a sustainable project funding package being in place. Depending on the final development plans the intention is that the house will then be transferred to the appropriate Partnership body whilst the grounds will remain for the duration of the project in the hands of the current owners, Historic Environment Scotland (formally Historic Scotland). This will enable restoration work to be carried out and facilitate the long-term management and maintenance of the site and activities.

In 2017 the Partnership was delighted when the Landmark Trust, one of the leading UK organisations in the restoration of historic buildings agreed to become a major partner in the Mavisbank project with a primary interest in the restoration and future use of the house. During 2017-18 Historic Environment Scotland (HES) and the Landmark Trust began preparation for the submission of a Stage 1 project grant application to the Heritage Lottery Fund (HLF). Unfortunately, this work was subject to a lengthy delay due to the sudden withdrawal of the relevant grant scheme by the HLF as part of a strategic review.

### RECENT PROJECT ACHIEVEMENTS

In late 2017 the Mavisbank Trust secured funding of £26,000 from the Dunard Fund and Historic Environment Scotland and commissioned a laser survey of the house and a drone survey of the grounds in order to create a digital terrain model of Mavisbank. This innovative work, together with the associated programme of documentary research and archaeological interpretation, provided a wealth of detailed information that will support future restoration work. As a consequence, during 2018-19 the Trust was able to develop a number of very accurate digital reconstructions of the exterior of Mavisbank house and its landscape as they might have appeared around 1750, in addition to visualisations of several of the main interior rooms at that time.

The partners continued the previous year's programme of events to help develop the involvement of the local community with the Mavisbank project and to encourage access to the grounds. The work was progressed further by the Trust during 2018-19 through its support of a seven-month, part-time, Mavisbank Community Engagement Officer post which was housed and managed by ELGT. A community engagement strategy and action plan were put in place which delivered a successful programme of local events and activities that increased awareness, understanding and pride in Mavisbank's history and heritage.

Other work by the partners included the stabilisation of a landslip close to the doocot, drainage works and vegetation clearance within the grounds by HES, as well as the repair and replacement of a Mavisbank interpretation panel by the

Following the 2019 launch of a new National Heritage Lottery Fund (NHLF) grants programme the previous project plans needed partial revision and the intention was that the Landmark Trust and Historic Environment Scotland would submit a grant application to the NHLF in September 2020. However, with the onset of the coronavirus pandemic in early 2020, circumstances have changed dramatically and the development and scheduling of work has been subject to considerable delay and disruption.

Partners are now working towards a revised application deadline of February 2021. Although good overall progress is still being made important elements, such as engaging with the community on plan proposals, are proving difficult to manage effectively. The current expectation is that the NHLF will announce which applications have been successful in June 2021.

Throughout 2019-20 the Trust has continue to liaise with and support the Partnership in the development of the project and NHLF application. It has also made available all the reports and plans that it has accumulated over previous years, including the research, data and digital models produced during 2017-19.

# Report of the Trustees for the Year Ended 31 March 2020

#### FINANCIAL REVIEW

#### Reserves policy

The trustees regularly monitor the level of reserves and aim to maintain sufficient reserves to meet the ongoing requirements for charitable expenditure, including support costs and governance costs. It is the case that severe constraints due to coronavirus restrictions which are affecting many organisations have made it impossible for the Trust to meaningfully develop or fund any new projects in 2020 to date. Whilst activities have been limited the Trust is in the fortunate position of having low overhead costs.

The Trust has no premises or paid employees and much of its governance and support work is undertaken on a voluntary basis or through in-kind support by the Edinburgh & Lothians Greenspace Trust. Charitable expenditure on project work or for specific one-off items is not authorised by trustees unless sufficient funding has been secured in advance. Consequently, ongoing annual costs which are required to be met from reserves are low and estimated to be £1,700 in 2020-21. A number of donations secured in late 2020 have provided a major contribution to meeting those projected costs.

The surplus for the year was £57 (2019:deficit of £5,860). As at 31 March 2020 total funds were £965 (2019: £908). The directors confirm that on a fund to fund basis, the assets of the charity are available and are adequate to fulfil its objectives.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

The organisation was established as a charitable company limited by guarantee and incorporated on 25th September 2002 under a memorandum and articles of association that established the objects and powers of the charitable company and it governance. However, during 2016 the Mavisbank Trust undertook a major review of its operational structure and governance to reflect changes since its formation and to ensure that it continues to be fit for purpose and adheres to current good practice. As a consequence, the Trust's governing documents were revised and the changes made were approved by Companies House and OSCR in December 2016.

Previously, the Edinburgh & Lothians Greenspace Trust (ELGT) was the sole member of the company but under its revised articles of association, the Mavisbank Trust became an independent organisation with members of the company also being directors of the company.

However, as the Mavisbank project has evolved over time the perception of the Trust's role in the restoration and management of the house and grounds has changed. The current draft plans envisage the Landmark Trust restoring and managing the house whilst Historic Environment Scotland would maintain its ownership of the grounds during restoration. As a consequence there is an opportunity for the Mavisbank Trust to function as the mechanism through which community engagement and activities can be channelled during the phases of development, restoration and longer term management of grounds.

To support potential change the Trust has recruited four new trustees since 2018 who bring a range of relevant skills and local community interests to the board. Project partners are currently discussing possible options and how the Trust might develop as an organisation and help deliver the long-term objectives of the project.

### Recruitment and appointment of new trustees

The Trustees are appointed in accordance with the Trust's Articles of Association.

### Report of the Trustees for the Year Ended 31 March 2020

### STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Board of Trustees formulate policy and shape the direction of the Trust work. Various working groups consisting of trustees, representatives of partner organisations and volunteers undertake specific development and project work on an ad-hoc basis and report to the Board as appropriate.

Whilst the Trust has no paid employees, grants and donations raised are used to contract professional services when required. Once funding has been secured, over time this has enabled the Trust to engage part-time services such as a project organiser, fundraiser and a professional team to support the development of the project. Other in-kind administrative and operational support is kindly provided by the Edinburgh & Lothians Greenspace Trust.

In May 2014 a high-level Steering Group of the four main project partners (Mavisbank Trust, Historic Scotland, Midlothian Council and the Edinburgh & Lothians Greenspace Trust) was established to coordinate partner engagement and commitment to the Mavisbank project. In 2015 Historic Scotland evolved to become Historic Environment Scotland and the partnership was joined by the Landmark Trust in 2017.

Related parties

Details of related parties are given in note 10 of the financial statements.

# FUNDS HELD AS CUSTODIAN FOR OTHERS

No funds were held as custodian for others in the year (2019: none).

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 11 December 2020 and signed on its behalf by:

R M Brankin - Trustee

Plane Blankin

### Independent Examiner's Report to the Trustees of (Incorporating an Income and Expenditure Account) Mavisbank Trust

(a company limited by guarantee) (Registered number: SC237311)

I report on the accounts for the year ended 31 March 2020 set out on pages seven to fifteen.

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's 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 the independent examiner's report

My examination was 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 seeking explanations from you as 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 connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements (1)
- 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 to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Paul Mannings CA AH&CoLtd

Chartered Accountants

6 Logie Mill Edinburgh

Lothian

EH7 4HG

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# Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2020

		Unrestricted fund	Restricted fund	31.3.20 Total funds	31.3.19 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM Donations and legacies		-	1,537	1,537	5,060
EXPENDITURE ON					
Charitable activities			1 400	1 490	10,920
Charitable activity		**	1,480	1,480	10,920
			<del> </del>		
NET INCOME/(EXPENDITURE)		-	57	57	(5,860)
RECONCILIATION OF FUNDS					
Total funds brought forward		-	908	908	6,768
I deal tends broaght to ward					
TO THE STATE OF THE PROPERTY AND			965	965	908
TOTAL FUNDS CARRIED FORWARD			903		

#### Balance Sheet 31 March 2020

	Notes	Unrestricted fund £	Restricted fund £	31.3.20 Total funds £	31.3.19 Total funds £
FIXED ASSETS Tangible assets	6		158	158	316
CURRENT ASSETS Debtors Cash at bank	7		320 1,337	320 1,337	1,578 <u>364</u>
		-	1,657	1,657	1,942
CREDITORS Amounts falling due within one year	8	-	(850)	(850)	(1,350)
NET CURRENT ASSETS		-	807	807	592
TOTAL ASSETS LESS CURRENT LIABILITIES			965	965	908
NET ASSETS/(LIABILITIES)			965	965	908
FUNDS Restricted funds	9			965	908
TOTAL FUNDS				965	908

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

#### Balance Sheet - continued 31 March 2020

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 11 December 2020 and were signed on its behalf by:

R M Brankin - Trustee

Don Broken

# Notes to the Financial Statements for the Year Ended 31 March 2020

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

Tangible fixed assets are stated at cost, net of depreciation and any provision for impairment. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a straight-line basis over its expected useful life, as follows:

Computer equipment - 25% on cost

Residual value represents the estimated amount which would currently be obtained from disposal of an asset, after deducting estimated costs of disposal, if the asset were already of the age and in the condition expected at the end of its useful life.

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### Financial instruments

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

Page 10 continued...

### Notes to the Financial Statements - continued for the Year Ended 31 March 2020

#### 1. **ACCOUNTING POLICIES - continued**

#### Financial instruments

#### **Provisions**

Provisions are recognised when the company has a present obligation (legal or constructive) as a result of a past event, it is probable that the company will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the balance sheet date, taking into account the risks and uncertainties surrounding the obligation.

# Exemption from preparing a cash flow statement

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

#### SUPPORT COSTS 2.

Charitable activity	Finance £	Governance costs £ 1,145	Totals £ 1,158
Support costs, included in the above, are as follows:			
Finance		31.3.20 Charitable activity £	31.3.19 Total activities £
Interest payable and similar charges		13	15
Insurance Accountancy Companies House Fee Charge		31.3.20 Charitable activity £ 282 850 13	31.3.19 Total activities £ 17 850 13
		1,145	880

# Notes to the Financial Statements - continued for the Year Ended 31 March 2020

## 3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.20	31.3.19
	£	£
Depreciation - owned assets	<u> 158</u>	<u>159</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

#### Trustees' expenses

During the year, C S Lewis was reimbursed £207 (2019: £253) for Trust expenses.

#### 5. INDEPENDENT EXAMINATION

The independent examiner's remuneration constituted an independent examination fee of £250 (2019: £250) and accountancy services of £600 (2019: £600).

## 6. TANGIBLE FIXED ASSETS

	Computer equipment £
COST At 1 April 2019 and 31 March 2020	633
DEPRECIATION At 1 April 2019 Charge for year	317 158
At 31 March 2020	475
NET BOOK VALUE At 31 March 2020	158
At 31 March 2019	316

# Notes to the Financial Statements - continued for the Year Ended 31 March 2020

7.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEA	AR	31.3.20	31.3.19
	Trade debtors VAT Accrued income Prepayments		£ 17 8 295	£ 1,000 281 - 297
			320	1,578
8.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE Y	YEAR	31.3.20 £	31.3.19 £
	Trade creditors Accrued expenses		850 850	500 850 1,350
9.	MOVEMENT IN FUNDS	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
	Restricted funds Restricted	908	57	965
	TOTAL FUNDS	908	57	965
	Net movement in funds, included in the above are as follows:			
		Incoming resources £	Resources expended £	Movement in funds
	Restricted funds Restricted	1,537	(1,480)	57
	TOTAL FUNDS	1,537	<u>(1,480</u> )	57

# Notes to the Financial Statements - continued for the Year Ended 31 March 2020

### 9. MOVEMENT IN FUNDS - continued

Restricted

TOTAL FUNDS

## Comparatives for movement in funds

		NI-4	
		Net movement	At
	At 1.4.18 £	in funds £	31.3.19 £
Restricted funds	6,768	(5,860)	908
Restricted			
TOTAL FUNDS	6,768	(5,860)	908
Comparative net movement in funds, included in the	ne above are as follows:		
	Incoming	Resources	Movement
	resources ${\mathfrak k}$	expended £	in funds £
Restricted funds Restricted	5,060	(10,920)	(5,860)
Restricted			
TOTAL FUNDS	5,060	<u>(10,920</u> )	(5,860)
A current year 12 months and prior year 12 month	s combined position is as follows:	}	
		Net	
	At 1.4.18	movement in funds	At 31.3.20
	£	£	£
Restricted funds Restricted	6,768	(5,803)	965
TOTAL FUNDS	6,768	(5,803)	965
A current year 12 months and prior year 12 mont follows:	hs combined net movement in fu	nds, included in	the above are as
	Incoming	Resources	Movement
	resources £	expended £	in funds £
Restricted funds	~ 6 507	(12.400)	(5.803)

(5,803)

(5,803)

6,597

6,597

(12,400)

(12,400)

# Notes to the Financial Statements - continued for the Year Ended 31 March 2020

### 10. RELATED PARTY DISCLOSURES

Transactions with related parties during the year and balances outstanding at the year end were as follows:

Related party	Transaction	Amount received/(paid) in year to 31.3.20(net)	Amount received/(paid) in year to 31.3.19(net)	Balance receivable from/ (payable to) related party as at 31.3.20	Balance receivable from/ (payable to) related party as at 31.3.19
Edinburgh & Lothians Greenspace Trust	Project contribution	(500)	(2,500)	-	(500)

C I Cumming, Trustee of the Mavisbank Trust, is also the Chief Executive Officer of the Edinburgh & Lothians Greenspace Trust.

### 11. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

### <u>Detailed Statement of Financial Activities</u> for the Year Ended 31 March 2020

	for the Year Ended 31 March 2020	31.3.20	31.3.19
		£	£
INCOME AND ENDOWMENTS			
Donations and legacies			
Donations Gift aid		1,252 285	60
Grants			_5,000
		1.505	
		1,537	5,060
Total incoming resources		1,537	5,060
EXPENDITURE			
Charitable activities			
Professional fees (projects)		-	7,237 2,540
Project works Computer costs		164	2,340 90
Computer equipment		158	<u> 158</u>
		322	10,025
Support costs			
Finance			
Bank charges		13	15
Governance costs			
Insurance		282	17
Accountancy		850	850
Companies House Fee Charge		13	13
		1,145	880
Total resources expended		1,480	10,920
Net income/(expenditure)		57	(5,860)