

BROWNLEE OLD TOWN TRUST

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2019

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Applications for grants are welcomed from any organisation or individual for funds towards projects within or connected with the Old Town of Edinburgh of a social, educational or artistic nature involving or of benefit to young people.

Applications should be made by email or letter, giving details of the project, its timetable, cost and other sources of funding and sent by email to brownlee@eota.org.uk or by post to The Brownlee Old Town Trust, c/o Rosemary Mann, 2 St Mary's Street, Edinburgh EH1 1SU

Brownlee Old Town Trust
c/o Rosemary Mann, Trustee
2 St Mary's Street
Edinburgh
EH1 1SU

Website: www.eota.org.uk/what-we-do/brownlee-trust
Email: brownlee@eota.org.uk

BROWNLEE OLD TOWN TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2019

The objects of the Brownlee Old Town Trust are the advancement of education and other purposes beneficial to the Old Town of Edinburgh. To that end the Trust makes grants to projects of a social, educational or artistic nature involving or of benefit to young people.

Main Activities and Achievements

During the year the Trust paid out grants as follows:

- £50 to Canongate Kirk, for printing of kirkyard leaflets (£300 was awarded in August 2015, but the reprinting cost only £50 so £250 was re-allocated to general funds)
- £430 to the Museum of Childhood for costumes (£330), bookends (£56), *My Grannie Caught a Flea*: a book of songs collected by Ewan McVicar (£4), and bean bags (£40)

Trust has awarded but has, at the year-end, yet to pay grants as follows:

- £250 to Justine Gordon-Smith towards the costs of her PhD project to create a documentary film about the lives of those living on the Royal Mile (April 2013)
- £100 to the City of Edinburgh Council towards the cost of the Teen Titles reception for authors and student reviewers (award June 2019, reception August 2019, paid September 2019)
- £300 to the Royal Mile Primary School for the 2017, 2018 and 2019 Mary Whitfield Good Citizenship Prizes (annual expenditure)

After the year-end, the Royal Mile Primary School was warned that, unless the School claimed the money for the Mary Whitfield Good Citizenship Prizes, it will be assumed that the award was not given and, according to the agreement, the funds can be used to further the objectives of the Brownlee Trust. The School has been informed that in the future no reminders will be sent and if the award is not claimed by the end of September it shall be assumed that the award was not given and the funds will be released to be used towards the objectives of the Brownlee Trust.

Governance

The Brownlee Old Town Trust is a charitable trust regulated by a trust deed dated 1 December 1994 (Scottish Charity Number SC023216, Inland Revenue Reference CR47224). The Trust commenced its activities on 1 April 1995 when it received the proceeds of a bequest made to the Edinburgh Old Town Association by the late Sybil Brownlee. The Trust has since received other funds which it added to its capital endowment.

The day-to-day administration of the Trust is conducted by voluntary Trustees, at least 50% of whom must be members of the Executive Committee of the Edinburgh Old Town Association. Trustees may be appointed by resolution of the existing Trustees.

Trustees for the year under review were Anja Amsel, Rosemary Mann, Naomi Richardson and Eric Drake (no change). All Trustees were also members of the Executive Committee of the Edinburgh Old Town Association.

BROWNLEE OLD TOWN TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2019

Financial Review

The results for the year are shown in the statements on page 3. These show a deficit of £230. Funds under the Trustees' control at 31 August 2019 were £33,027, £32,000 of which is the permanent endowment, £650 has been awarded as grants, leaving £377 as 'free' reserves.

The running costs of the Trust (telephone, postage, stationery, etc.) are met by the Edinburgh Old Town Association which also gives the Trust a page on its website. The Trustees are grateful for this support which enables all income to be used for grants.

The Trustees are also most grateful to Geoghegans for undertaking the independent examination of the accounts on a *pro bono* basis.

Plans for Future Years

The Trustees will continue to seek out projects that might benefit from a (small) injection of funds. The low level of income from interest on capital due to the current low level of interest rates is expected to continue to affect the number and value of grants that can be awarded. The Trust is confident, however, that it will be able to call on the Edinburgh Old Town Association for support for grants for deserving causes.

The Brownlee Trustees welcome any suggestions for projects. The Trustees would also welcome any grants, donations or legacies for disbursing as grants or to augment the capital of the Trust.

Authorised by the Trustees on 3 December 2019 and signed on their behalf by



Rosemary Mann
Trustee

BROWNLEE OLD TOWN TRUST

RECEIPTS & PAYMENTS ACCOUNT FOR YEAR ENDED 31 AUGUST 2019

	2019 General £	2019 MWF £	2019 Total £	2018 Total £
Receipts				
Interest on deposits (gross)	150	100	250	300
Total receipts	150	100	250	300
Payments				
Canongate Kirk	50		50	
Museum of Childhood	430	-	430	14
Royal Mile Primary School	-	-	-	-
Total payments	480	-	480	14
Surplus for year	(330)	100	(230)	286

STATEMENT OF BALANCES AT 31 AUGUST 2019

	Balance at start of year £	Receipts during year £	Payments during year £	Transfers between funds £	Balance at end of year £
Mary Whitfield Fund	9,600	100	-	-	9,700
General Fund	23,657	150	(480)	-	23,327
Total	32,257	250	(480)	-	33,027
Represented by					
Cheque account	1212				981
Deposit accounts	32,045				32,046
	33,027				33,027

The notes on page 4 form an integral part of these accounts.

The Trust elects to prepare the simpler form of statements permitted by Regulation 10(1)(d) of the Charities Accounts (Scotland) Regulations 2006 (as amended). The statements were approved by the Trustees at their meeting on 3 December 2019 and signed on their behalf by

Rosemary Mann

Rosemary Mann,
Trustee and Treasurer

BROWNLEE OLD TOWN TRUST

NOTES TO THE FINANCIAL STATEMENTS

1 Connected charity

Edinburgh Old Town Association (Scottish Charity No SC009217).

Under the terms of the trust deed of the Brownlee Old Town Trust at least 50% of the Trustees of the Brownlee Old Town Trust must be members of the Executive Committee of the Edinburgh Old Town Association.

2 Nature and purpose of funds

The General Fund (unrestricted) is administered at the discretion of the Trustees in furtherance of the general objectives of the Trust. The Mary Whitfield Fund (MWF) is used to fund the Mary Whitfield Citizenship Prizes awarded each year by the Royal Mile Primary School.

3 Estimated commitments at end of year

	2019 General £	2019 MWF £	2019 Total £	2018 Total £
Justine Gordon-Smith, Royal Mile documentary	250	-	250	250
Friends of Canongate Kirkyard, leaflets	-	-	-	300
City of Edinburgh Council, Teen Titles reception	100	-	100	-
Royal Mile Primary School	-	300	300	200
	<u>350</u>	<u>300</u>	<u>650</u>	<u>750</u>
Total estimated commitments				

4 Payments to trustees or connected persons

No trustee received remuneration or was reimbursed expenses during the year (2018: £nil). There were no transactions with trustees or connected persons.

BROWNLEE OLD TOWN TRUST

INDEPENDENT EXAMINER'S REPORT

I report on the financial statements of the Trust for the year ended 31 August 2019 which are set out on pages 3 and 4.

Respective responsibilities of Trustees and Examiner

The trustees are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The 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 financial statements 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 2006 Accounts Regulations (as amended). An examination includes a review of the accounting records kept by the Trust and a comparison of the financial statements presented with those records. It includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements.

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.



Paul Marshall CA
Geoghegans
Chartered Accountants
6 St Colme Street
Edinburgh, EH3 6AD

Date: 3 December 2019