

EDINBURGH OLD TOWN ASSOCIATION

REPORT OF THE COMMITTEE AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2020

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EDINBURGH OLD TOWN ASSOCIATION

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2020

Edinburgh Old Town Association has objectives of promoting and encouraging public interest in the beauty, history and character of the Old Town of Edinburgh. To that end, the Association participates in consultations on issues affecting the amenity of the Old Town, comments on planning applications and proposals for development, publishes a regular newsletter and organises informative and educational visits and lectures. When funds allow, the Association also gives small donations in support of its objectives.

Review of the Year

The first half of the year under review followed the rhythm of past years with the publication of newsletters in September and January and the holding of varied and interesting activities for members. The events in the autumn went ahead as planned, but the winter programme was abruptly curtailed by the advent of the coronavirus pandemic. All events in March and thereafter were cancelled or postponed. At the year end, there was no prospect of holding any events for our members until spring 2021, and all future plans remained contingent on the prevalence of the pandemic and progress with the development and implementation of an effective vaccine.

In contrast to previous years with increasing concern at the pressures on the Old Town of “overtourism”, this year saw no visitors at all from late March until June, and very few residents venturing out of doors. A case of “be careful what you wish for!”? Edinburgh during lockdown was surreal with empty streets, windows of licensed premises boarded up, and shop windows still showing Mother’s Day displays by the time Father’s Day came round.

When lockdown restrictions started to be loosened at the start of summer, visitors started to return, but in small numbers and without large coaches ferrying parties between their hotels and the various attractions. The Old Town in July and August was a pleasant place: enough visitors and activity to provide interest, but without massive crowds. To provide space for social distancing, the City Council extended pedestrianised areas and widened pavements and cycle paths. We enjoyed views from the Esplanade without the intrusion of Tattoo stands, the High Street was not blocked by crowds, and the streets were free from discarded fast food wrappers and drinks containers. Buskers and street performers were not creating a din to the great relief of those living or working within earshot. So, while much was horrible, scary and uncertain, the lockdown experience has provided useful lessons.

The Association continued to liaise with other amenity and local organisations including the Old Town Community Council, Edinburgh Old Town Development Trust, the Edinburgh Civic Forum, Edinburgh World Heritage and the Scottish Civic Trust, all of whom closed their offices and worked from home: “the new normal”.

The Association produced three newsletters, edited by Eric Drake and Rosemary Mann. Those events, organised by Naomi Richardson, that went ahead as planned were:

- talks on the explorer and naturalist William Speirs Bruce by Simon Bendle, and the photography of *The Making of Classical Edinburgh* by Colin McLean,
- a presentation and discussion on Open Streets with Vivienne Robinson of the City of Edinburgh Council,
- visits to The Royal College of Physicians of Edinburgh led by Iain Milne, RCPE Head of Heritage, and to the Rare Books Department of Edinburgh University Library led by Dr Fran Baseby,
- and a sociable Christmas Party with seasonal story-telling held at the Augustine United Church.

Other events have been planned and will take place when restrictions on gatherings are lifted.

EDINBURGH OLD TOWN ASSOCIATION

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2020

Governance

Edinburgh Old Town Association is an unincorporated membership association regulated by a written constitution. The Association is recognised as a charity and is regulated by the Office of the Scottish Charity Regulator with Scottish Charity Number SC009217.

Membership

Membership of the Association is open to people who live in, work in or simply just love the historic heart of Edinburgh. At 31 August 2020, the Association had 194 individual and 6 corporate members, a small drop in numbers on the previous year. The effect of the pandemic on membership will not be apparent until the end of the upcoming year.

Executive Committee

The day-to-day administration of the Association is conducted by a voluntary Executive Committee of four office bearers and up to fifteen whose members are either elected annually from the membership at the Annual General Meeting or co-opted from the membership by the committee during the year. Members of the Committee during the year were:

Anja Amsel (Honorary President) - died 30 May 2020
Barbara Logue (Convener)
Naomi Richardson (Vice-Convener and Events Secretary)
Jean Fairbairn (Minutes Secretary)
Rosemary Mann (Treasurer)
Bill Cowan (Planning Secretary)
Eric Drake (Newsletter Editor)
Laura Harrington
Katie Kerr (to 7 July 2020)
Kate Marshall
Gavin Macdougall (from 7 July 2020)
Tim Williams (to April 2020)

A tribute to Anja Amsel was printed in the newsletter of September 2020.

During the year under review the Executive Committee met monthly in person from September 2019 to March 2020 (seven meetings). After one meeting conducted by email, the meetings from May to August were conducted by remote access using the Zoom online platform (four meetings). The constitution does not specify attendance in person at meetings, so no amendment to the constitution was required to make these virtual meetings legitimate.

The Annual General Meeting, scheduled for March 2020, did not take place. Instead, summary accounts and the following notice were circulated to members with the April newsletter:

Due to Covid-19, the Annual General Meeting scheduled for Thursday 26 March 2020 was postponed. We apologise for any disappointment and thank you for your understanding. The AGM would have received the Convener's report and accounts, and elected the committee for the coming year. The committee for the past year is listed in the Convener's Review of 2019 which was circulated to most members before the date of the AGM. Tim Williams wishes to stand down; all the other members are happy to continue.

EDINBURGH OLD TOWN ASSOCIATION

REPORT OF THE COMMITTEE FOR THE YEAR ENDED 31 AUGUST 2020

Executive Committee (continued)

As there are vacancies and there were no nominations, the following would have been re-elected: Anja Amsel (Honorary President), Barbara Logue (Convener), Naomi Richardson (Vice-Convener and Events Secretary), Jean Fairbairn (Minutes Secretary), Rosemary Mann (Treasurer and Membership Secretary), Bill Cowan (Planning Secretary), Eric Drake (Newsletter Editor), Laura Harrington, Katie Kerr, Kate Marshall. For convenience, we shall deem these people to have been re-elected. We shall ask the Annual General Meeting in 2021 to homologate these actions

Financial Review

The results for the year are shown in the statements on pages 4 and 5. The Association made a surplus of £834. The surplus is skewed as tickets were sold for events that were postponed; event costs were not incurred and refunds will not be made until the events are rescheduled or finally cancelled. It will take a couple of years until the balance of ticket sales and event costs is re-established. Fortunately, the Association's reserves are sufficient to see it through a number of years without surplus-generating activities.

Any surplus generated is used to make donations to further the objectives of the Edinburgh Old Town Association. In the year under review the Association agreed to make a donation of £500 to the National Library of Scotland to cover the cost of restoration of non-photographic items in the Patrick Geddes collection, work that the NLS was unable to carry out before the end of August as staff were furloughed during lockdown.

The Association records its gratitude to Geoghegans for acting as *pro bono* independent examiner of these accounts.

Reserves Policy

The reserves policy of the Association is to maintain an unrestricted reserve of one year's expenditure.

Plans for Future Years

The Association will continue to offer its members its regular newsletter. As soon as Covid-19 restrictions are lifted and confidence returns, the Association will resume its programme of visits, talks and guided walks. At the time of writing, the resumption of events is uncertain, so reliance will be placed on the newsletter to provide a service to members. To make the newsletter more attractive, it will be printed in colour in the future, as well as being made available in colour on the Association's website.

Connected charity

In the Executive Committee's opinion, the Brownlee Old Town Trust (see Notes to the accounts) is connected to the Association.

Authorised by the Executive Committee on 5 January 2021 and signed on their behalf by



Barbara Logue, Convener

EDINBURGH OLD TOWN ASSOCIATION

RECEIPTS & PAYMENTS ACCOUNT FOR YEAR ENDED 31 AUGUST 2020

	2020 Unrestricted £	2020 Restricted £	2020 Total £	2019 Total £
Receipts				
Members' subscriptions	845	-	845	845
Donations received (including gift aid)	151	-	151	222
Sales of tickets for events	1,312	-	1,312	1,229
Interest on deposits (gross)	5	-	5	5
	<u>2,313</u>	<u>-</u>	<u>2,313</u>	<u>2,301</u>
Total receipts				
Payments				
Cost of events	701	-	701	968
Stationery, telephone and postage	709	-	709	710
Website	-	-	-	194
Subscriptions	-	-	-	40
Conference fees	45	-	45	-
Donations	-	-	-	230
Miscellaneous	24	-	24	8
	<u>1,479</u>	<u>-</u>	<u>1,479</u>	<u>2,150</u>
Total payments				
Surplus / (Deficit) for the year	<u>834</u>	<u>-</u>	<u>834</u>	<u>151</u>

STATEMENT OF BALANCES AT 31 AUGUST 2020

	Balance at start of year £	Receipts during year £	Payments during year £	Balance at end of year £
Fund: General Fund	<u>6,727</u>	<u>2,313</u>	<u>(1,479)</u>	<u>7,561</u>
Represented by: Cheque account	1,494			2,323
Deposit account	<u>5,233</u>			<u>5,238</u>
Total	<u>6,727</u>			<u>7,561</u>

The notes on page 5 form an integral part of these accounts.

The Association 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 Executive Committee at their meeting on 5 January 2021 and signed on their behalf by

Rosemary Mann

Rosemary Mann, Treasurer

EDINBURGH OLD TOWN ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

1 Connected charity

The Brownlee Old Town Trust (Scottish Charity SC023216).

At 1 April 1995 the amount held by the Association in the Brownlee Bequest Fund was transferred to the Trustees of a separate charitable trust, 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 is administered at the discretion of the Executive Committee in furtherance of the objectives of the Association.

3 Restricted funds

No receipts or payments were restricted.

4 Donations

No donation was made during the year under review but the following donation was agreed: £500 to the National Library of Scotland for conservation of non-photographic items in the Patrick Geddes Collection

5 Trustee remuneration and expenses

No member of the executive committee received remuneration during the year.

Four committee members were reimbursed expenses (2019: three)

There were no other transactions with members of the executive committee or connected persons.

2020 2019

£ £

864 654

6 Income received in advance but included in funds at 31 August

2020 2019

£ £

Long-term subscriptions, proportion relating to future years

1,816 1,955

7 Commitments at 31 August

2020 2019

£ £

Grant to National Library towards conservation of Geddes Collection

500 -

Cockburn Association, subscription for 2019-20

40 -

Hatterick's House, domain name and website hosting 2019-20

57 -

Total commitments

597 0

8 Reserves at 31 August

2020 2019

£ £

Balance less advance income and commitments

5,148 4,772

9 Free Reserves at 31 August

2020 2019

£ £

The Association's policy is to keep unrestricted reserves of one year's expenditure. Assuming one year's expenditure is £2,500

2,648 2,272

EDINBURGH OLD TOWN ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the Association for the year ended 31 August 2020 which are set out on pages 4 to 5.

Respective responsibilities of the Committee and Examiner

The committee of management 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 committee of management 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 2006 Accounts Regulations (as amended). An examination includes a review of the accounting records kept by the association 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 committee of management concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1) (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: 5 January 2021