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**Report and Accounts**  
**for the year ended 31 December 2018**  
**for**  
**The Angus Talking Newspaper Association**

**Scottish Charity Number SC037562**

**The Angus Talking Newspaper Association, Scottish Charity No: SC037562**

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**Year ended 31 December 2018**

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# **The Angus Talking Newspaper Association, Scottish Charity No: SC037562**

## **Trustees' Annual Report Year ended 31 December 2018**

The trustees present the annual report and receipts and payments accounts for The Angus Talking Newspaper Association for the year ended 31 December 2018.

### **Reference and Administrative Information**

Charity Name: The Angus Talking Newspaper Association

Charity Registration Number: SC037562

Charity's Principal Address: 113 Dundee Road  
Forfar  
Angus  
DD8 1JD

**Trustees:** Ian Scott (Chairman)  
Lorna Milne (Treasurer)  
Elizabeth Mountford (Secretary)  
Brian Cruickshanks (Vice Chair)  
Barclay Bisset  
Alec Edwards

**Independent Examiner:** Derek Grant CA  
MMG Archbold CA  
Chapelshade House  
78 – 84 Bell Street  
Dundee DD1 1RQ

**Bankers:** The Royal Bank of Scotland  
Forfar Branch  
65 East High Street  
Forfar  
DD8 2EP

# The Angus Talking Newspaper Association, Scottish Charity No: SC037562

## Trustees' Annual Report (cont) Year ended 31 December 2018

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing Document

The Association was set up by a group of volunteers in Angus and was recognised as a Scottish Charity with effect from 26<sup>th</sup> October 2006. The Association is governed by its constitution.

#### Recruitment and Appointment of Trustees

The Trustees are the Office Bearers and the Management Committee. The Office Bearers and the Management Committee are appointed at the Annual General Meeting. Appointment and removal is in accordance with the Association constitution, which requires agreement by a quorum. The quorum will consist of the chairman or vice chair plus 4 others. The Trustees who held office during the year are shown on page 2.

### OBJECTIVES AND ACTIVITIES

#### Charitable Purpose

The purpose of the charity is to provide free of cost to the visually impaired recipients, local news on a monthly basis, as reported in the appropriate local newspapers.

#### Summary of Main Activities and Achievements

During the past year the charity has discharged its core function of making local news accessible to the blind and partially sighted. Every month, as in previous years, volunteers have gathered in each of the Angus burghs and made recordings of the local weekly newspapers which have been copied to CDs by the technical team in Brechin and posted out to our recipients. This year we have had a very slight increase in listener numbers after successive years of reducing numbers.

The main focus of the Management Committee this year has been on ensuring that we are fully compliant with the new General Data Protection Regulations. Our record keeping and other procedures have been adjusted accordingly. The Committee has also discussed the recommendations on standards for Trustees put forward by the Office of the Scottish Charity Regulator, and in the course of the next six months we shall have approved and posted on our website a document clarifying the role and responsibilities of a Trustee.

### FINANCIAL REVIEW

#### Reserves Policy

The Association is operated by volunteers and incurs no salary related costs. There are no debts to be met by the Association; therefore a policy on reserves is not currently required. However, at the AGM the members are advised of both the year end reserves and the current position, and these are discussed as part of the plans for the forthcoming year. The reserves in hand at 31<sup>st</sup> December 2018 are £6,185 which the Association considers to be appropriate.

#### Donated Facilities/Services

Angus Council provide accommodation for the monthly copying and distribution of the recordings within the Damacre Centre, Brechin.

Approved by the Trustees and signed on their behalf by,



**Ian Scott (Chairman)**  
Date: 03 May 2019

**The Angus Talking Newspaper Association, Scottish Charity No: SC037562**

**Independent Examiner's Report to the Trustees of The Angus Talking Newspaper Association  
Year ended 31 December 2018**

I report on the accounts of The Angus Talking Newspaper Association for the year ended 31 December 2018 as set out on pages 5 to 7.

**Respective responsibilities of trustees and independent 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 (as amended). 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 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.

**Derek Grant CA  
MMG Archbold CA  
Chapelshade House  
78 – 84 Bell Street  
Dundee DD1 1RQ**

**Date: 04 May 2019**

**The Angus Talking Newspaper Association, Scottish Charity No: SC037562**

**Receipts and Payments Account  
Year ended 31 December 2018**

	Note	Unrestricted Total 2018 £	Unrestricted Total 2017 £
<b>Receipts</b>			
Donations		62	110
Income from investments other than land and buildings		<u>29</u>	<u>26</u>
		<u>91</u>	<u>136</u>
<b>TOTAL RECEIPTS</b>		<b>91</b>	<b>136</b>
<b>Payments</b>			
Payments relating directly to charitable activities	3	313	886
Governance costs	3	<u>258</u>	<u>252</u>
		<u>571</u>	<u>1,138</u>
<b>TOTAL PAYMENTS</b>		<b><u>571</u></b>	<b><u>1,138</u></b>
<b>Deficit for the Year</b>		<b><u>(480)</u></b>	<b><u>(1,002)</u></b>

**The Angus Talking Newspaper Association, Scottish Charity No: SC037562**

**Statement of Balances  
as at 31 December 2018**

	<b>Unrestricted Total 2018 £</b>	<b>Unrestricted Total 2017 £</b>
<b>Bank &amp; Deposit Balances</b>		
Cash & bank balances at start of year	6,665	7,667
Deficit shown on receipts and payments account	<u>(480)</u>	<u>(1,002)</u>
Cash & bank balances at end of year	<u><b>6,185</b></u>	<u><b>6,665</b></u>
<b>Liabilities</b>		
Independent Examination fees	<u>264</u>	<u>258</u>

The Accounts were approved by the The Angus Talking Newspaper Association on 03 May 2019 and signed for and on behalf of the Board by:



**Ian Scott, Chairman**

Notes forming part of the financial statements  
For the year ended 31 December 2018

1. Trustee Remuneration and Related Party Transactions

- (a) No trustee or connected person received remuneration during the year.
- (b) No trustee received expenses during the year.

2. Nature and Purpose of Funds

All of the funds held are unrestricted. The balance in hand at 31 December 2018 is £6,185.

	Unrestricted Total 2018 £	Unrestricted Total 2017 £
<b>3. Analysis of Payments</b>		
<b>Charitable activities</b>		
Recording consumables	-	886
Postage	181	-
Repairs and renewals	107	-
Printing & Stationery	25	-
Website expenses	-	-
Miscellaneous	<u>-</u>	<u>-</u>
	<u>313</u>	<u>886</u>
<b>Governance costs</b>		
Independent examination fee	<u>258</u>	<u>252</u>