



FRIENDS OF BRAIDBURN VALLEY PARK

Registered Scottish Charity No: SC040192

Annual Report & Financial Statements

for the year ended 31 October 2020

Trustees' Annual Report for the year ended 31 October 2020

The Trustees present their Annual Report together with the financial statements of Friends of Braidburn Valley Park for the year ended 31 October 2020

Reference & Administrative Information

Charity name

Friends of Braidburn Valley Park

Charity number

SC040192

Contact address

Paul Bailey 170 Braid Road, Edinburgh, EH10 6HU

Management Committee (Trustees):

Claire Jellema	Co-Chair & Tea in the Park coordinator
Margaret Bruce	Co-Chair
Mandy Drake	Secretary
Paul Bailey	Treasurer
Alan Fleming	Honorary Tree Warden
Alastair Bruce	Membership Secretary
Richard Bush	
Lucy Frankel	Social Media and Communications
Alice Nelson	
Zoe Macaulay	
Ella Fletcher	

Local organisations' representatives on the Management Committee (not Trustees)

Hugh Cowan	Greenbank Parish Church
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Structure, Governance & Management

Constitution and membership

The Friends of Braidburn Valley Park is an unincorporated association. It is governed by its Constitution which was adopted in January 2003 and last amended in February 2017. Charitable status was granted by the Office of the Scottish Charities Registrar on 15 January 2009. Membership of the Friends is open to any person who supports the objectives of the Friends on payment of an annual membership subscription

Appointment of Trustees

The management committee, which normally meets quarterly, are the charity's trustees. Membership of the management committee is open to all members of the Friends. Members are elected at the Annual General Meeting. Under the constitution, there must be a minimum of five and not more than eleven elected committee members. The committee may co-opt two members of committee during the year to fill any vacancies.

Management

The Management Committee is responsible for policy decisions and general management of the charity.

Aims and charitable purposes

To conserve, enhance and promote the Park for the benefit of people and wildlife, to encourage community involvement in the Park and to work with the Local Authority and other organisations to achieve these aims.

Annual report from the chair

This has been a strange year, and we have had to abandon our usual group and public activities, while trying to maintain local interest and support for the park, as reported below.

Awards

Green Flag: We were awarded the Green Flag 2020/21 for the 14th year running. This recognises the high standards we and the Council maintain in the upkeep of the park.

Events

The February 2020 AGM began with a walk, drawing attention to the Nature Trail. Attendance was low, on a rather chilly day, but about 18 members joined us for the walk and the refreshments and AGM in the church hall.

By March, Covid-19 was affecting many aspects of life, and we were unable to bring members together for the regular Spring Clean. We soon saw a change in the nature of footfall in the park: many local people used it daily for their exercise, including families with young children, who were unable to attend schools or playgroups, or go to playgrounds, and discovered the potential of the Park for play. When the rules were relaxed, the Park became an ideal place for socially distanced meetings. The Spring weather favoured outdoor life, being mostly dry and often sunny! Many members contacted us to say how much the park had contributed to their wellbeing during these hard times.

Anxious to keep in touch with the membership, we posted photographs of the daffodils, cherry blossom and other natural developments as Spring progressed into Summer.

The Committee met on Zoom, and decided to use online activities as a means of keeping the work of the Friends going. This led to:

- **A Photographic Competition:** Four subjects were announced, each one inviting entries from adults and under-16s. They were Wildlife, All Things Bright and Beautiful, Play, and Dogs and Other Pets. All drew many imaginative entries, and each prize-winner was awarded a voucher for a local business of their choice.
- **Work with South Morningside School:** Primary 7 pupils have over the years taken part in a heritage project before leaving. This year, they were invited each to write a poem inspired by the park about their formative experiences. The many wonderful poems with illustrations reflect a wealth of impressions, and are being made into an online book for all to enjoy.

A parent at the school suggested siting a 'Shoal of pebbles' in the Park. All local children were invited to paint a fish on a pebble and add it to the site the Council set up in the theatre – the message being that the small fish come together for strength! In November, groups of P5 pupils enthusiastically raked the old grass from the Wildflower Meadow, ignoring the chill in the air!

With an unprecedented number of visitors, especially on fine days, the Council asked us to encourage everyone to take rubbish home as they could not be sure of maintaining regular emptying of bins. We are glad to say that the majority respected the park. Volunteers helped keep it tidy when litter was left. Volunteers also came forward for weeding Dianne's Garden, and one couple took on the bed outside the Main Gate. These efforts made the entrance more welcoming. Others carried out work with trees and clearing fallen branches in the burn. Three environmental management students asked if they could help, and have worked with our tree warden, scything and improving the wildflower meadow. One local resident observed how the flow of the burn was eroding the banks, and he himself worked to encourage the flow down the centre, as well as contacting the Council, who responded quickly to his concerns by arranging for gabions to be installed at weak points.

Considerate use of the shared path through the park has been recognised as a vital issue: one of our Committee members researched solutions, and in March he had a constructive meeting with Councillor Neil Ross. Together they identified safety measures (SLOW signs, rumble strips and signage promoting consideration for other park users.) We hope that they will be funded through the Council's Active Travel Team. Meantime we have lamp post wraps as temporary signage. For further details see the report in the [July 2020 Valley Voice](#).

We pay tribute to the local Council Parks team, who managed despite the restrictions and a depleted workforce to

keep the park clean and to address promptly several safety issues that we raised.

Communications

Website: Our website (www.braidburnvalleypark.org.uk) is actively managed and regularly visited. An email notification system allows individuals to sign up to receive regular updates about the Park.

Social media: The park's Facebook page www.facebook.com/BraidburnValleyPark has 1,338 followers, compared to 860 in Jan 2020 and 428 in Jan 2019. 80% of followers are female, with the largest age groups being 35-44, and then 45-54. Two committee members post updates, with the most popular being our post about July's dog-themed photo competition, followed by some comical lost property (a tiny red prosthetic leg). A sunset photo with the caption 'Who else loves our park more in 2020 than ever before?' gained 86 likes. On Google Maps, the park gets 4.5/5 stars from 400 reviewers, with many great photos and enthusiastic words.

Newsletter: Two editions of our newsletter, *The Valley Voice*, were produced and distributed to members. Both are also available on our website, as are all previous editions.

Notice boards: The static notice boards at the main entrances to the Park hold Council contact information, and the Friends add news and announcements.

Membership

In a difficult year it is clear that many have been extra appreciative of having a park nearby, with 18 joining FOBVP as new members, most of them using the online form on our website, which makes the joining process easy. The current membership total stands at 208. But members are encouraged to continue to recruit friends and neighbours! Most subscriptions are renewed in January and many members will already have done so. If you haven't, please do not delay! Whether you have or haven't, if you are in the habit of paying by cash or cheque, please consider setting up a standing order for future payments. It makes administration easier for us; and will mean there is one less thing for you to remember! You will find a mandate to send to your bank on our website. It contains the FOBVP account details which you'll need if you prefer to set up the payment through online banking.

Committee

Mandy Drake, who has been our Secretary for several years, has intimated that she is stepping down due to her retirement and relocation. We thank her for her service and enthusiasm for the park, and wish her all the best with her new plans!

Financial Review

The year 2019/20 was unique. The COVID-19 crisis caused the cancellation of the 2020 Fun Day; as we do not rely on this income each year, it did not put us in any financial difficulty.

All expenditure was routine, the largest being the donation to the church for use of their premises which was essential in the bad weather on the 2019 annual Fun Day - Tea in the Park. There is no expenditure on insurance because Zurich extended our cover until November 30th which is after the end of the financial year (October 31st) due to their lack of risk during lockdown; they also repaid us £170, a sum reckoned to cover our cancelled annual Fun Day.

Total receipts were £1730 and payments were £1343.14 resulting in a profit of £386.86 (2018/19 deficit £5028). The reserves at year end are £9215.17. This sum includes designated funds of £2,000 which are needed in the event of cancellation of the fun day where we are committed to costly activities; the cancellation this year incurred no costs because cancellation was agreed in May.

Approved by the trustees on Nov 23 2020 and signed on their behalf by:



Paul Bailey, Treasurer

Independent Examiner's Report to the Friends of Braidburn Valley Park

I report on the accounts of the charity for the year ended 31 October 2020 which are set out on pages 6-8.

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. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 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. 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.

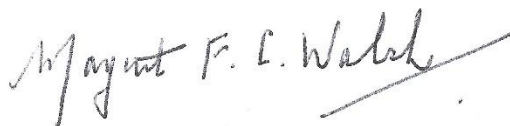
Independent examiner's statement

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
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 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.

Signed:

M Walsh



Name: Margaret F C Walsh

Relevant Professional qualification/professional body: Self Employed Accountant
Address: 21 Gillespie Road, Edinburgh EH13 0NW

Date:

29/12/20

Statement of Receipts and Payments for the Year ended 31 October 2020

	Note/ table	Unrestricted funds		Restricted funds	Total 2019/20	Total 2018/19
		General	Designated		Including Restricted funds	
		£	£	£	£	£
RECEIPTS						
Membership fees		848			848	827
Donations		499			499	268
Gift aid		213			213	251
Fund raising		0			0	2,778
Insurance rebate		170			170	0
Total Receipts		1,730			1,730	4,124
PAYMENTS						
Annual fun day previous year	Table 2	379			379	4,238
Other charitable activities	Table 2	425			425	4,117
Donations to other bodies	Table 3	250			250	250
Governance costs	Table 4	289			289	539
Total Payments		1,343			1,343	9,145
Profit for the year		387			387	-5029

Reconciliation of funds					
Total funds at 31 October 2019		6,828	2,000	0	8,828
Total funds at 31 October 2020	6-9	7,215	2,000	0	9,215
Movement in funds		387	0		387

Statement of Balance at 31 October 2020

Assets

Cash at bank **£9215**

Bank Balance on Nov 1st 2019 was £9078; cashed cheques on Nov 5 & Nov 20 2019 for a total of £250 were included in last year's accounts, reducing the total funds carried forward to £8828.

The notes on pages 7-8 form an integral part of these accounts.

Approved by the trustees on 11th January 2020 and signed on their behalf by:



Paul Bailey, Treasurer

1. Basis of Accounting

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

2. Cost of charitable activities

	Unrestricted funds	Restricted funds	Total 2019/20	Total 2018/19
	£	£	£	£
Annual fun day (previous year)	379		379	4238
Clean up days	0		0	39
Covid Competition awards	85		85	
Nature trail project	26		26	3164
Community Garden	0		0	93
Printing - Valley Voice/cards/facebook	49		49	168
Postage, stationery & telephone	7		7	33
Tools and materials	74		74	531
Trees	180		180	90
Returned cheque	5			0
Totals	804		804	8356

3. Donations to Other Bodies

	Unrestricted funds	Restricted funds	Total 2019/20	Total 2018/19
	£	£	£	£
Greenbank Parish Church	250		250	250
Totals	250		250	250

4. Governance

	Unrestricted funds	Restricted funds	Total 2019/20	Total 2018/19
	£	£	£	£
Independent Examiner's fee	80		80	80
Insurance & Website (& Honorarium)	209		209	459
Totals	289		289	539

5. Trustee remuneration and expenses The trustees do not receive any remuneration but claim expenses for stationery and postage etc.

6. Movement in funds

	Brought forward 31 October 2019	Receipts 2019/20	Payments 2019/20	Carried forward 31 October 2020
Unrestricted funds	£	£	£	£
General	6,828	1,730	1,343	7,215
Designated	2,000	-	-	2,000
Restricted funds				
Green Dog Walkers				0
Totals	8,828	1,730	1,343	9,215

7. **Unrestricted funds** are divided between the **General fund** and the **Designated fund** and are funds that may be used at the discretion of the trustees in the furtherance of the objectives of the charity.

8. The **Designated fund** represents the amount transferred from the General fund in 2014 for the purpose of ensuring sufficient funds are available to cover the outlay required for the Annual Fun Day.

9. **Restricted funds** may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. The only money in the restricted fund was the Green Dog Walkers fund which was absorbed into the main fund for simplicity.