Heartstart St Andrews and East Neuk of Fife

Annual Report and Accounts

for the year ended 31 March 2015

Charity Reference SC026527
Heartstart St Andrews and East Neuk of Fife

Trustees’ Annual Report

For the Year Ended 31 March 2015

The trustees have pleasure in presenting their report together with the financial statements and the independent examiner’s report for the year ended 31 March 2015.

Reference & Administrative Information

Charity Name : Heartstart St Andrews and East Neuk of Fife

Charity No : SC026527

Address : c/o Bill Whyte, Braeriach, East Grange, St Andrews KY16 8LL

Trustees : During the year the Committee comprised Alan Constable, Rhona Crabb, Tom Donaldson, Hazel Goldsmith, Kirsty Hastie, Michael Henretty, Henry Rae, Hamish Tait, Sam Taylor and Bill Whyte. On 16th September 2014 Sam Taylor resigned from the Committee.

Structure Governance & Management

Constitution : The Charity is an unincorporated association. It is governed by its constitution which was adopted on 16 January 1997. The Charity was granted charitable status by OSCR on 13 May 1997.

Trustees : The management committee, which normally meets on a quarterly basis, are the Charity’s trustees.

Management : The trustees are responsible for the strategic direction and governance of the charity as well as the ongoing programme of activities. All trustees are volunteers and there are no paid members of staff.

Objectives & Activities

Charitable purposes : To undertake or promote any charitable work approved by the management committee and in particular :

1) To increase public awareness of the need for Emergency Life Support training.
2) To train members of the general public in basic Emergency Life Support in accordance with the guidelines of the Resuscitation Council (UK)
Activities and Achievements: In 2014-15 training has continued throughout the year and the committee would like to register their thanks to all the trainers for their help and support.

We have continued to support the training initiative throughout the year. In particular much of our training has been in conjunction with the use of Public Access Defibrillators in the communities where these have been sited.

Financial Review

As in past years 2014-15 funds were provided by Operation Heartstart to meet the needs of the charity. Expenditure was limited to team training, publicity and promotion as well as consumables for the training initiative.

Reserves Policy: The trustees policy is to maintain no reserves in this charity.

Plans for Future Periods

The trustees intend to continue and develop the services that Heartstart St Andrews and East Neuk of Fife provides for the benefit of the community.

Approved by the trustees on 15th November 2015 and signed on their behalf by:

Kirsty Hastie
Chairman
**Independent Examiner’s Report**

**For the Year Ended 31 March 2015**

I report on the financial statements of the charity for the year ended 31 March 2015, which are set out on page 4.

**Respective responsibilities of Trustees and Examiner**

The Committee as Trustees of Heartstart St Andrews and East Neuk of Fife are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 (“the 2005 Act”) and the Charities Accounts (Scotland) Regulations 2006 (as amended) (“the 2006 Regulations”). The charity’s trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section (44)(1)(c) of the 2005 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 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 connection with 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 Regulation 4 of the 2006 Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 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.

Andrew Wright

Croft Butts, 9 Smiddy Burn, Kingsbarns, St Andrews
Heartstart St Andrews and East Neuk of Fife

Receipts and Payments Account

Period from 1 April 2014 to 31 March 2015

<table>
<thead>
<tr>
<th></th>
<th>2014-15</th>
<th>2013-14</th>
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<tbody>
<tr>
<td><strong>RECEIPTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants received</td>
<td>407.50</td>
<td>1,914.20</td>
</tr>
<tr>
<td>Total Receipts</td>
<td>407.50</td>
<td>1,914.20</td>
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**CHARITABLE PAYMENTS**

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Administrative costs</td>
<td>75.00</td>
<td>108.00</td>
</tr>
<tr>
<td>Training programme expenses</td>
<td>332.50</td>
<td>527.00</td>
</tr>
<tr>
<td>Training consumables</td>
<td>0.00</td>
<td>1,279.20</td>
</tr>
<tr>
<td>Total Charitable Payments</td>
<td>407.50</td>
<td>1,914.20</td>
</tr>
</tbody>
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**DIRECT CHARITABLE PAYMENTS**

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<tbody>
<tr>
<td>RECEPTS LESS PAYMENTS</td>
<td>£ 0.00</td>
<td>£ 0.00</td>
</tr>
</tbody>
</table>

The Charity had no assets or liabilities at the beginning or end of the period.

For and on behalf of the Committee

Kirsty Hastie
Chairman

William Whyte
Treasurer