



# **Scottish Burned Children's Club**

**Registered Scottish Charity: SC032376**

## **Receipts & Payments Annual Report**

**01 December 2019 to 30 November 2020**

## **List of Contents**

Appendix 1 – Trustees' Annual Report

Appendix 2 - Section A: Statement of receipts and payments

- Section B: Statement of balances

- Section C: Notes to the accounts

- Additional analysis of receipts and payments

- Accountants report

Appendix 3 - Independent examiner's report on the accounts



## **Appendix 1**

### **Scottish Burned Children's Club**

### **Trustees' Annual Report**

01 December 2019 to 30 November 2020

## **Charity contact information**

Mr Mark A Stevenson – Chair  
Scottish Burned Children's Club

Address: PO Box 4116, Glasgow G53 9AX

Tel: 07486 515999

Scottish Charity Number: SC032376

Email: [enquiries@theburnsclub.org.uk](mailto:enquiries@theburnsclub.org.uk)

Website: [www.theburnsclub.org.uk](http://www.theburnsclub.org.uk)

Twitter: #SBCC2001

Facebook: <https://www.facebook.com/SBCC2001>

## Structure, Governance and Management

The Scottish Burned Children's Club [SBCC] was recognised as a registered Scottish charity and officially launched on the 30<sup>th</sup> of November 2001. The SBCC is a charitable unincorporated association and the purpose and administration arrangements are set out in our constitution. [Available [here](#)].

The charity provides positive support to burn-injured children and help them realise that, although their body image has been altered, their hopes and dreams are just as achievable as any other child.

### Charity Trustees

Our **Executive Committee** oversee our strategic direction and monitors how we deliver our objectives. The diverse members of the charity combine their experiences and expertise to achieve the charity's aim.

*Extract from constitution*

*28. The maximum number of the Executive Committee shall be 5.*

*29. A person shall not be eligible for election/ appointment to the Executive Committee unless he/ she is a member of the association.*

*30. At each Annual General Meeting, the members may [subject to clause 28] elect any member to be a member of the Executive Committee.*

*31. The Executive Committee may at any time appoint any member to be a member of the Executive Committee [subject to clause 28].*

*32. At each Annual General Meeting, all of the members of the Executive Committee shall retire from office – but shall then be eligible for re-election.*

### Executive Committee

- |                    |  |
|--------------------|--|
| 1. Mark Stevenson  | - Chairperson/ Child Protection Officer/ Data Protection Officer |
| 2. Claire Gardiner | - Vice-Chairperson   |
| 3. Gail McClory    | - Secretary  |
| 4. Agnes Stevenson | - Treasurer [01 December 2019 – 25 September 2020]               |
| Gail McClory       | - Treasurer [From 25 September 2020]                             |
| 5. Amy McCabe      | - Family Liaison Officer   |

### Members

1. Alan Masterton
2. Louise Irving
3. Nadia Bounhar
4. Ned Alexander
5. Michael Smith
6. Megan Taylor

## Summary of the main activities in relation to our objectives.

Our objectives, as recorded in our constitution are:

- a. To relieve the needs of children, living in Scotland, who have suffered physical and or mental injuries due to burns or scalds and whose families have suffered as result of burns or scalds, particularly but not exclusively by the provision of recreation and leisure activities. Particular attention will be given to those with major disfigurement, disability or poor social circumstances who have less opportunity to develop through normal childhood.
- b. The achievement of education of the public relating to fire safety, home safety and burn/ scald first aid at schools, youth groups and/ or local community events.

## Summer Camp

The Summer Camp is a main objective for the charity, open to children aged 8 to 18 years old. The primary aim is to encourage every child, despite their level of disability or disfigurement, to try and rebuild confidence, in taking on the challenges that each activity faced them, thus increasing their levels of self-esteem, even if they do not fully complete a challenge.



An activity was due to be held in July 2020 at Benrigg between the Lake District and North Yorkshire Dales. The Trust specialises in delivering high quality courses for disabled and disadvantaged people. The Camp aims to promote inclusion, encourage independence, and build self-confidence through the safe provision of adventurous activities.

Due to the Covid-19 pandemic the event had to be cancelled, sadly we were unable to organise a replacement event due to the ongoing Government's Stay Safe advice for the duration of the pandemic.

A reservation has been made for a week in July 2021; this will be dependent on any Covid-19 restrictions/ Government guidelines.

## Family Events

Our primary objective each year is to arrange the Summer Camp, as well as family events (minimum one in the Spring and one in late Summer) and if funds are available host at least one Family Therapeutic weekend. Since the Summer Camp is only open to the 8 to 18-year-olds, the Family events are important, as the events are not only an ideal opportunity for the children of all ages to meet up, but for the parents to meet others and share experiences, realising that they are not alone.

### *Annual General Meeting & Family Party*

Our first family event of the year, in January 2020 was our AGM/Family Party held at GTG Training & Conference Centre Ratho. GTG & Arnold Clark have supported the charity since 2017 and offered their Conference Facility to host our AGM & Party. As well as providing a wonderful presentation facility for the charity to deliver our AGM Meeting, they also set up the Centre to host the Family Party afterwards as well as providing the catering. The party involved some 12 families from across the Central belt and with a Magician and Disco for the entertainment, everyone had a great afternoon.



### *Family Adventure Weekend*

The second family event of the year was to be a Family Adventure Weekend to be held at the Bendrigg Outdoor facility in the Lake District. 18 families were to travel down and spend the weekend at Bendrigg doing wonderful outdoor pursuits such as Rock Climbing, Archery, Cycling as well as the indoor Climbing Wall. This was to enable the families to be away from their normal everyday environment and meet up with other families, some for the first time and share their experiences.

Unfortunately, due to the COVID-19 Pandemic this event had to be cancelled. It is the intention to arrange an event once the Covid-19 restrictions/ Government guidelines allow an event to take place.

## ***Family Therapeutic Weekend***

There was a proposal to host a family therapeutic weekend programme to be held in December 2019 at residential facility called the Garden House, Netherurd, Blythe Bridge, West Linton. The weekend pulls together several key benefits to the burn survivor children, their families and to the volunteers of the SBCC. The main aim of the weekend is to enable families of burn injured children to meet one another and share experiences, within an informal therapeutic programme. Having previously successfully held this type of weekend, it has been proven it helps the families to feel less isolated. In addition, because the focus is on the family as a unit as opposed to the burn injured child alone, the family feel more supported and able to develop important coping strategies for life after a burn.

Another aim for the weekend is with the family having the chance to spend a more focussed and quality period together, thus demonstrating some respite qualities of the programme.

We know from previous weekends of this type that positive results have come due to the weekend supporting the parents/carers in coping with the stress that they encounter because of their child's injury. In addition, it helps the volunteer staff of the SBCC to have a greater understanding of the experiences of burn survivor children and their families.

Unfortunately, the event had to be rescheduled and will now take place in December 2020.

[Note: Unfortunately, due to Covid-19 restrictions and the subsequent closure of the centre the event in December 2020 had to be cancelled, it is the intention to look for an alternative venue].







### ***Family Liaison***

As a mother of a young burn survivor child, Amy McCabe took on this role in 2014. As a parent who has had to cope with her child's unfortunate accident, she is very aware of the trauma that the whole family, including the child, go through and is able, through personal experience, to relate to the concerns of the other parents and siblings.

Parents have commented on how beneficial the role is and having spoken to Amy know that they are 'not alone'. They feel less isolated knowing that they can talk to someone & share experiences with a parent who has had to cope with their child's accident. Being able to talk to someone, especially just after the accident has relieved some of the worry, stress, and anxiety.

Amy continues to be the coordinator for the family forum site on Facebook; the forum is only open to the parents. Due to families living all over Scotland, it has proved a useful social media site tool where the parents can keep in touch and ask each other questions.

**Safety Promotion & Education:** <http://theburnsclub.org.uk/campaigns/>

### ***Thermostatic Mixing Valves (TMV's)***



With the successful passage to legislation of PE786 – Dealing with Thermostatic Mixing Valves (TMV's), the Scottish Building Standards in Scotland changed on the 1st May 2006. All new build and refurbishment private and public properties must now be fitted with a type 2 (TMV2 scheme approved) thermostatic mixing valve to the bath hot-water outlet to prevent the incidence of scalding water.

Through Open Days and presentations, we continue to promote the hazards of hot water and the importance of the legislation.

### ***Hair Straightener Safety Campaign***

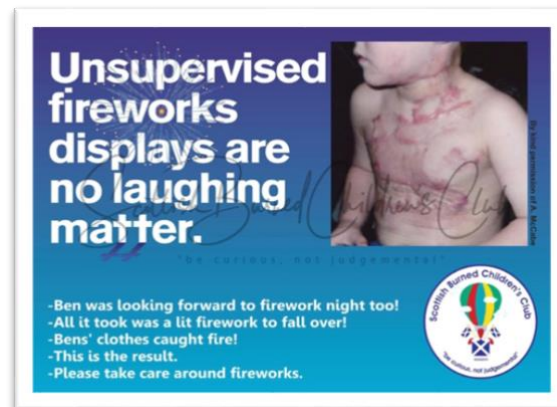


A national poster & leaflet campaign has been successfully maintained annually since the award of a £5000 grant back in 2009 from the Electrical Safety Council.

As part of the Child Accident Prevention Trust [CAPT] children safety weeks in June and November, the SBCC continues to provide literature on request to NHS Hospitals and childcare centres in England, Wales & Scotland.

Through Open Days and presentations, we continue to raise awareness of the dangers associated with hair straighteners.

## *Fire Work Safety Awareness Campaign*



In 2013 the SBCC launched a new Firework Safety Awareness poster and leaflet campaign. This campaign was set up following a request by the McCabe Family whose son Ben had suffered a serious firework injury in 2010.

Ben had said to his Mum that he wanted to raise awareness amongst other children the dangers associated with fireworks. The SBCC worked with Ben's Family and produced a series of leaflets and posters including a picture of Ben with his injuries showing, as the lead image, to display what happens when a child is accidentally struck by a rocket type firework at an organised display. This was a new project for the SBCC as we had never been asked to utilise a 'live' case study in any previous campaign.

In Autumn 2019 the SBCC was asked to assist with a Fire Outreach Programme community safety awareness initiative developed by the Greater Glasgow area Scottish Fire & Rescue Service, Police Scotland & Pollockshields Neighbourhood Safety Initiative. The initiative involved a group of anti-social teenagers from an inner Glasgow City area with the highest know occurrences of illegal bonfires and firework incidents. We were asked to go along and speak about the real dangers associated with Fireworks. Ben was also asked to speak and talk about his recovery from his incident and how it had affected him and his family. This went down very well with the group who then went on to deliver their own safety message at their High School by talking to younger school children about the dangers of being irresponsible around fireworks and bonfires.

Amy & Ben continue to work with the Scottish Police and Scottish Fire & Rescue Service.

Over the year the charity received several enquiries from the media seeking advice regarding the dangers of fireworks.

We were also invited along to three High Schools in West Lothian to deliver Fireworks Safety Awareness workshops alongside Police Scotland, Trading Standards and Scottish Fire & Rescue Service. This involved talking to over 800

school children and delivering 15-minute workshops around the dangers linked to messing around with fireworks.

In late 2019 the SBCC was asked to support and participate in a nationwide project led by the Scottish Government which launched a public consultation on the use and sale of fireworks 'A consultation on fireworks in Scotland: Your experiences, your ideas, your views'. This was undertaken in response to fireworks being used as weapons against emergency service workers.

The 14-week consultation closed on 14th May 2019 and received over 16,000 responses. 87% of respondents supported a ban on the public sale of fireworks or an increase on regulation of fireworks (94%) In addition to this open-access survey, a 'Progressive's Scottish Opinion' online omnibus survey of a representative sample of the Scottish population achieved 1,002 responses. 58% supported a ban of public sale of fireworks and 71% welcomed an increase in control of fireworks in Scotland.

We were asked to give direct first-hand experience from a burn survivor young person who had been leading our own awareness campaign, and Ben McCabe became directly involved relating his life story in recovery from a firework incident.

Following the results of the consultation the SBCC was asked to join the Scottish Governments Firework Strategy Group and participate alongside others such as Police Scotland, NHS Scotland/COBIS, RoSPA Scotland, Scottish Community Safety Network, Scottish SPCA amongst others. The top 3 priorities were identified as Injury Prevention, Safety Awareness and Organised Display Promotion. Following several online meetings, it was agreed to have a Campaign ready for launch across mainstream media and social media. There were two main areas to target namely primary and secondary school children and this was achieved through online schools programming that would allow feedback and response from schoolteachers as to the overall impact of this inaugural national safety campaign.

Final results are yet to be analysed.

## **COBIS – Care of Burns in Scotland** [<http://www.cobis.scot.nhs.uk/>]

Care of Burns in Scotland – COBIS: NHS Scotland Management of Clinical Network working group. Mark Stevenson represented the SBCC on the COBIS Steering Group. Amy McCabe sits on the Communications Group and be the 'voice' for the children and the parents from the SBCC.

A Quality Improvement Programme has been set up to enhance the awareness of the SBCC amongst Burns Care Professional Services across Scotland. This involved the delivery of presentations to NHS Scotland staff across Scotland. It will also deliver a more improved access for parents and children as a formal referral process is being drafted and will be delivered in 2020.

## **Graduate Certificate in Burns and Plastic Surgery Care for Adults and Paediatrics:**

The charity was asked along to present a formal introduction of the charity's work in post trauma care for Paediatric burn survivors, to students seeking to attain a Graduate Certificate in Burns. The aim of the programme is for the students to develop knowledge and skills in care by exploring current techniques, development, and research in the area of burn injury management and enable the students to provide evidence-based care.

Post trauma care and psychosocial support has been recognised by the National Burn Care Standards as an integral part of burn survivor support mechanism. The feedback received from the students has shown the need for future delivery in the work the charity carries out to future burn care professionals who are specialising in this medical field. The presentation was carried out by the SBCC Family Liaison Officer and involved a PowerPoint presentation followed by a video of the work at Summer Camp.

### ***Keynote speaker***

The chair, Mark Stevenson, was asked to deliver a talk on the RoSPA Scotland webinar for Burn & Scalds Injury. The talk delivered on the response and support a child and their family would receive from the Charity should they wish to register with the SBCC. The talk was a series of three, led by Mr Stuart Watson, Clinical Lead of the COBIS Network across NHS Scotland and also included input from Sharon Ramsay, Senior Nursing Sister from Glasgow Children's Hospital. The webinar was one of a group of Safety Webinars chaired by ROSPA.

### ***Open Days***

Unfortunately, due to the COVID-19 pandemic all the Club's normal open days were cancelled.

### ***Website***

The charity website continues to play an important part in promoting the work of the charity ([www.theburnsclub.org.uk](http://www.theburnsclub.org.uk)). The charity website is maintained by charity members.

In February 2020, the Executive Committee made a pledge to enhance our social media profile on several fronts particularly Instagram, Twitter and Facebook. As such it was suggested and agreed that the charity would appoint a dedicated member of the volunteer group who was willing to coordinate our social media and developed a strategy for the Club to work to.



## Fundraising/ Donations

<http://theburnsclub.org.uk/about-us/fundraising-standards/>

### Our Fundraising Guarantee to you

Fundraising is the life blood of many Scottish charities and we need to raise funds from voluntary sources. We could not fulfil our charitable mission without the support of generous, thoughtful, and committed donors. We value the support of donors and understand the need to balance our duties to beneficiaries, with our duties to donors.

That's why we make this commitment to you.

We will comply with the law as it applies to charities and fundraising and we commit that we will guarantee to adhere to best practice as outlined in the [Fundraising Code of Practice](#).

We will monitor fundraisers, volunteers and third parties working with us to raise funds, ensuring that they also comply with this Code of Practice.

We guarantee to operate in line with the values of the Code; to be Legal, Open, Honest and Respectful in all our fundraising. To promote and underpin these values, we commit to the following standards:

- We will be clear about who we are and what we do.
- We will give a clear explanation of how you can make a gift and change or stop a regular donation.
- If you do not want to give or wish to cease giving, we will respect your decision.
- We will respect your rights and privacy.
- We have a procedure for dealing with people in vulnerable circumstances and it will be published on our website or will otherwise be available on request.
- We will hold your data securely.
- We will communicate with you in accordance with your selected preferences.

If you feel we have not adhered to these standards or think we could do better please contact Complaints Officer on 07486 515999 and/or email [complaints@theburnsclub.org.uk](mailto:complaints@theburnsclub.org.uk) and we will deal with your complaint quickly and thoroughly.

We commit to ensuring our complaints process is clear and easily accessible and we will provide clear and evidence-based reasons for our decisions on complaints.

However, should you be dissatisfied with our response, you will be able to take this further by contacting the Scottish Fundraising Standards

Panel: [www.goodfundraising.scot](http://www.goodfundraising.scot)

During 2019/ 2020 the charity income was £26,777.69 in unrestricted income. Due to the impact of Covid-19 restrictions, this figure does include the reimbursement of £12,687.76 due to the cancellation of two major events.

No Restricted funds were received during this reporting period.

For further information please refer to Appendix 2 of this report.

### **Fundraising/ Donations received in 2019/ 2020: £13,158.73**

The SBCC wishes to express their gratitude to everyone who donated/ raised funds for the charity during 2019/ 2020. Due to the impact of Covid-19 it has been an extremely difficult time for everyone.

**A special mention to:** [the list is not prioritised in any way].

#### **Arnold Clark & GTG Training, Ratho Edinburgh**

We would like to thank the staff for all their continual support in 2019/ 2020. Due to Covid-19 restrictions it was unfortunate that the staff were unable to raise any funds. However, the charity wishes to thank GTG Training for providing the venue and catering for the AGM/ Party in January 2020.

#### **Scotia Wealth Management, Edinburgh**

We thank the team raised funds for the charity who took part in the Kiltwalk Glasgow in 2019. A total of £3,023 was gratefully received, this includes the 'top up' Hunter Foundation/ sponsors donation from the Kiltwalk in 2019.

#### **Cath Kinnoch – Lloyds Banking Group**

Thank you once again for nominating and arrange the charity collection at the centre in Sighthill Edinburgh in October 2019, matched funds of £274.81.

#### **Brody Young, Ayrshire – Sponsored 10-mile cycle**

Brody, with the help from his parents, organised a 10-mile sponsored cycle close to his home. The charity thanks all his family and friends for their kind donations, a total of £1217.97 was received.

#### **Fife Historic Vehicle Society**

The charity thanks the society for their continual support and for the truly kind donation of £400, which is gratefully received.

#### **In memory of Simon McDonald**

Thank you to the family and friends who kindly donated in memory of the late Simon McDonald.

#### **Dr Sarah Laftavi Trust**

The SBCC wishes to thank the trust for their continual support and very kind donation of £500.

**Cable Link**

Thank you to the company for choosing the SBCC as recipients of £716.25, which was gratefully received.

**A Waddell**

Thank you for your continual support and the kind donation of £350.

**Ore Valley Housing Association**

Thank you for the kind donation of £200, which is gratefully received.

**Pupils and staff from St Marys RCPS School**

Thank to the staff and pupils for fundraising and choosing the SBCC as recipients of £313, which is gratefully received.

**We would also like to thank the following for their support and donations:**

P Vardy Foundation, Mr Michael Hope, Mr Hill and Ms Lawson for their monthly online donations, Mr M Rodgers, Mrs C Kinnoch, Whelan & Co Solicitors, Legal Eagles, AEMs Limited, the Balgonie Lodge, Edinburgh Sovereign Council, the Criterion Bar [St Andrews], the group of SBCC children/ families & to all the family and friends who supported the individuals who kindly raised funds on behalf of the SBCC.

**Matched Funding**

In this period the SBCC received £274.81, the SBCC thank the Bank of Scotland who kindly 'Match Funded' in recognition of the staff at Lloyds Banking Group centre, Sighthill, who kindly donated to the SBCC on the Charity Collection Day, organised by an employee – Ms Kinnoch.

**Gift Aid**

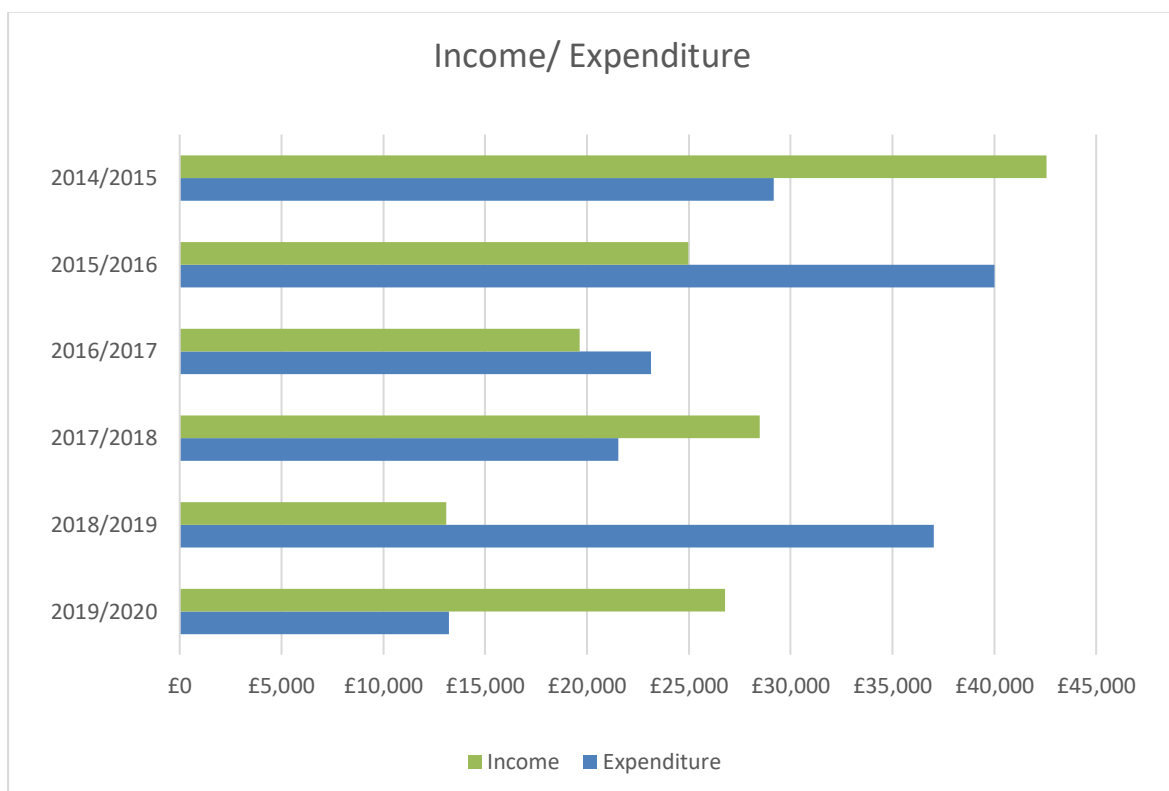
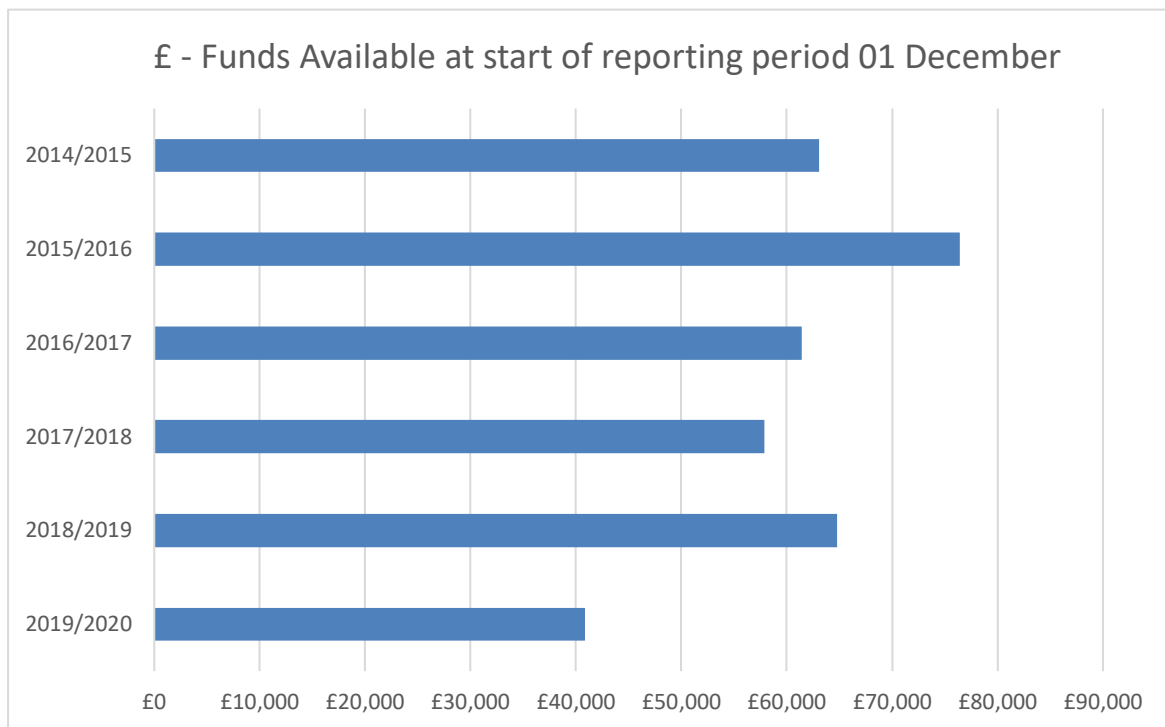
During this reporting period the SBCC received £563.75 in Gift Aid contributions. The SBCC wish to thank everyone who took the time to complete the Gift Aid declaration.

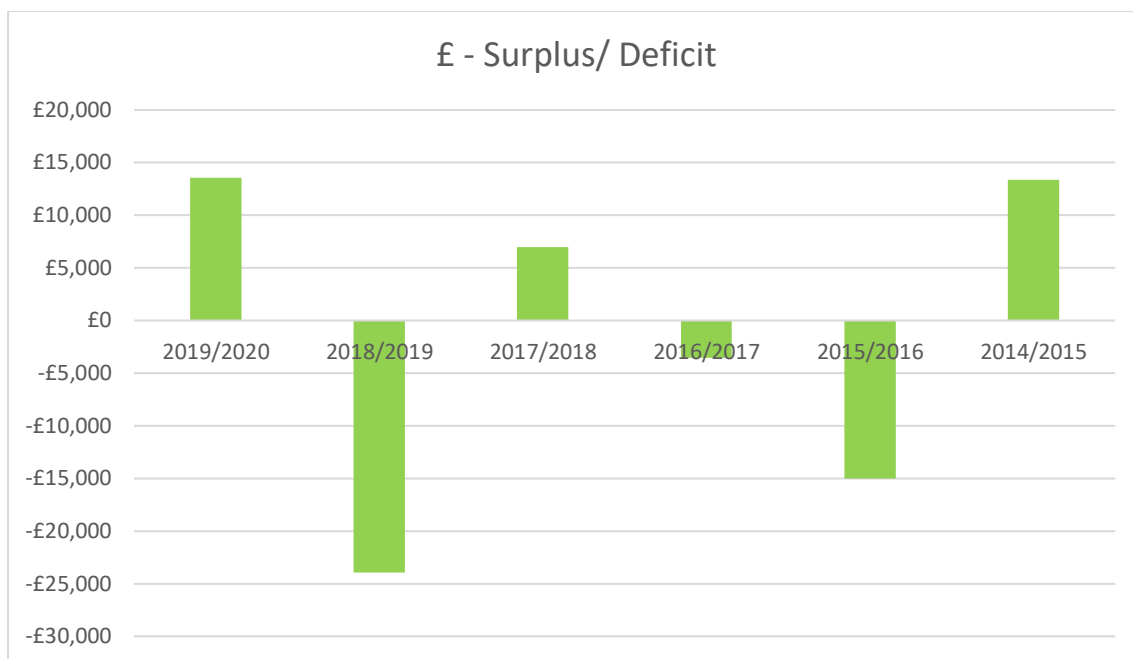
**Restricted Funds**

There were no restricted funds to be considered during this reporting period.



## Financial overview for 2019/ 2020





## Statement of the charity's policy on reserves

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the club. Restricted funds may only be raised/ used for specific purposes.

### Reserves [to the nearest £]

#### Unrestricted fund

01 December 2019: Opening Balance of £40,842.

30 November 2020: Closing balance of £54,413.

Unrestricted fund surplus/ [deficit] of £13,570.

#### Restricted funds

In this reporting period there were no restricted funds.

01 December 2019: Opening Balance of £0

30 November 2020: Closing balance of £0

#### Unrestricted funds:

In 2014/ 2015 the funds surplus was £1,389, 2015/ 2016 there was a deficit of [£15,007], 2016/ 2017 there was a deficit of [£3,529], 2017/ 2018 there was a surplus of £6,910 and in 2018/ 2019 there was a deficit of [£23,963]. In this reporting period there was a surplus of £13,570. Covid-19 restrictions had a significant impact on the income/ expenditure.

Unfortunately, all events after the January AGM/ Party to be cancelled due to the Covid-19 restrictions. All payments made to both Benrigg Trust [£10,187.76] for the Family Adventure Weekend [April 2020] and Netherurd House [Girl Guide Association], for the scheduled Families Therapeutic Weekend [December 2019/20] were reimbursed in full [£2,500].

The Trustees, Executive Committee and Members closely monitored the impact of Covid-19 restrictions during this accounting period. Regular meetings were held remotely via Zoom/ Microsoft Teams. It was very unfortunate that no events could be held from March 2020. The situation will continue to be monitored and in line with the Government guidelines, events shall be organised once able to do so.

The Trustees, Executive Committee and Members consider that the year-end unrestricted funds of £54,413 will enable the organisation in 2020/ 2021 to continue to meet the objectives of the charity, this of course will be dependent on any Covid-19 restrictions:

Objective[s] for 2020/ 2021:

- Hold the annual 'Summer Camp'.
- Organise a minimum of one Family Day out for all ages.
- Taking into account the 'Reserves' Policy', if funds remain available and will have no impact on the charities main objective, the Summer Camp, hold a Family Weekend.

The Summer Camp is of major importance and wherever possible the charity will support a Family weekend and additional family events, which provide a support mechanism for all the family members.

The charity intends to continue their involvement with:

- The TMV campaign, to highlight the dangers of hot water.
- The Hair Straightener campaign, to highlight the dangers associated with the straighteners.
- The Firework Safety Awareness campaign.
- Care of Burns in Scotland [CoBIS]

As a small charity, we are unable to predict or guarantee the same level of income year to year and therefore all the Trustees & Members are kept informed of the financial situation throughout the year.

The Summer Camp is of major importance and wherever possible the charity will support a Family weekend and additional family events, which provide a support mechanism for all the family members.

## **Reserves Policy**

The Trustees and members agree that each year the SBCC will support the provision of the summer camp, a minimum of one family event and if possible, a family's 'Therapeutic' weekend. The financial situation is monitored, and expenditure is adapted accordingly to ensure that we have reserves to support the activities in the coming year. The primary object being the Summer Camp. The trustees' reserve policy is to retain 1-year worth of normal running costs [£30,000] in order to meet the minimum commitments and to cover unexpected expenditure.

## Declaration

Signed on behalf of the charity trustees:



Print name

Mark A Stevenson

Designation

Chair

Date

17 January 2021



## **Appendix 2**

**Section A: Statement of receipts and payments**

**Section B: Statement of balance**

**Section C: Notes to the Accounts**

**Additional analysis of receipts and payments**

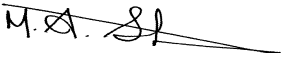
**Accountants report**

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	December	2019		30	November	2020

## Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>A1 Receipts</b>						
Donations	7,047				7,047	6,468
Legacies					-	-
Grants					-	-
Receipts from fundraising activities	6,112				6,112	6,032
Gross trading receipts					-	-
Income from investments other than land and buildings	21				21	30
Rents from land & buildings					-	-
Gross receipts from other charitable activities	13,598				13,598	542
					-	-
<b>A1 Sub total</b>	<b>26,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,778</b>	<b>13,072</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments	-				-	-
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>26,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,778</b>	<b>13,072</b>
<b>A3 Payments</b>						
Expenses for fundraising activities	-				-	-
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	13,208				13,208	37,035
Grants and donations	-				-	-
Governance costs:	-				-	-
Audit / independent examination	-				-	-
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
Other	-				-	-
	-				-	-
<b>A3 Sub total</b>	<b>13,208</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,208</b>	<b>37,035</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets	-				-	-
Purchase of investments	-				-	-
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>13,208</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,208</b>	<b>37,035</b>
<b>Net receipts / (payments)</b>	<b>13,570</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,570</b>	<b>(23,963)</b>
<b>A5 Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>13,570</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,570</b>	<b>(23,963)</b>

## Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £	
<b>B1 Cash funds</b>	Cash and bank balances at start of year	40,843	-			40,843	64,806	
	Surplus / (deficit) shown on receipts and payments account	13,570	-			13,570	(23,963)	
						-	-	
						-	-	
	<b>Cash and bank balances at end of year</b>	<b>54,413</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>54,413</b>	<b>40,843</b>	
	(Agree balances with receipts and payments account(s))	0	-	-	-	0	-	
<b>B2 Investments</b>	Details				Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £	
					Total	-	-	
<b>B3 Other assets</b>	Details				Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
					Total	-	-	-
<b>B4 Liabilities</b>	Details				Fund to which liability relates	Amount due to nearest £	Last year to nearest £	
					Total	-	-	
<b>B5 Contingent liabilities</b>	Details				Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £	
					Total	-	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval				
		Mr M A Stevenson - Chairperson		17/01/2021				

## Section C Notes to the Accounts

## C1 Nature and purpose of funds

Additional information is available in Appendix 1 and Analysis of Funds Worksheets in Appendix 2

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the club. Restricted funds may only be raised/ used for specific purpose[s]. **Unrestricted funds:** In this reporting period there was a surplus of £13,570. Unfortunately, due to the impact of Covid-19 restrictions all events from March 2020 had to be cancelled. The situation was continually monitored by the Executive Committee and SBCC Members. As a 'small' charity the funds available to support the charities annual objectives does remain positive for the coming year. The Summer Camp is of major importance and where ever possible the charity will also look to organise a Family weekend and additional family events which provide a support mechanism for all the family members. The Trustees, Executive Committee and Members consider that the year end unrestricted funds of £54,413 will enable the organisation in 2020/ 2021 to continue to:

- ☐ Hold the annual 'Summer Camp' in 2021
- ☐ Organise a minimum of one Family Day out
- ☐ Taking into account the 'Reserve Policy', if funds remain available and will have no impact on the charities main objective, the Summer Camp, look to organise a Family Weekend. **The impact of any Covid-19 restrictions will of course need to be taken in to account.**

All Trustees and volunteers know the importance and are dedicated to promoting the work of the charity and supporting fundraising events. As a small charity we are unable to predict or guarantee the same level of income year to year, the treasurer does monitor the financial situation and all trustees and volunteers are kept informed of the financial situation throughout the year. The Covid-19 restrictions did mean that other than the AGM/ Family party held in January 2020 all scheduled activities had to be cancelled and no activities could be arranged. Our current financial situation does remain positive and in consultation with the trustees, the children and the families and taking into account all Covid-19 guidelines, we hope to be able to cover our objectives in 2020/2021. The finances will continue to be monitored to ensure reserves are in place to support the Summer Camp for the 'burn survivor' children as an absolute minimum objective in the coming year. **A detailed breakdown of income and expenditure is contained in Appendix 2 - Additional Analysis of this report.**

**Restricted Funds:** There were no Restricted funds to be accounted for during this reporting period.

**Reserves Policy:** The trustees' policy is to retain 1 year worth of normal running costs [£30,000] in order to meet the minimum commitments and to cover unexpected expenditure.

	Individual / institution	Number of grants made	£
C2 Grants			
		<b>Total</b>	<b>x</b>
C3a Trustee remuneration			<b>x</b>
			£
C3b Trustee remuneration - details			<b>x</b>
C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)		<b>x</b>
		Number of trustees	£
C4b Trustee expenses - details			<b>x</b>
		Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons	Nature of relationship	Nature of transaction	
			<b>x</b>
			<b>x</b>
C6 Other information			



## Additional analysis of receipts and payments

### 1. Donations received *[The list is not prioritised in any way]*

	£
Dr Sarah Laftavi Trust	500.00
Ore Valley Housing	200.00
P Vardy Foundation	100.00
Link Cable	716.25
A Waddell	350.00
Michael Hope	955.00
Pat McElhinney	105.05
St Mary's RCPS School	313.00
Lodge Balgonie	200.00
Edinburgh Sovereign Council	500.00
In Memory of Simon McDonald	1,421.00
Fife Historic Vehicle Club	400.00
Mr M Rodgers	100.00
Donations received, under £100	211.43
Direct online donations via Virgin Money Giving	345.22
Gift Aid received from donations	355.00
Matched Funding Scheme	274.81

#### Donations to the nearest £

**Total for current period 2019/ 2020: £7,047**

*[Donations/ Match Funding/ Gift Aid]*

Total 2018/ 2019: £ 6,468

Total 2017/ 2018: £ 8,634

Total 2016/ 2017: £ 6,174

Total 2015/ 2016: £13,409

## 2. Gross receipts from fundraising activities – in aid of the SBCC

*[The list is not prioritised in any way]*

	£
Brody Young - sponsored cycle	1217.97
Scotia Wealth Management	3023.00
Christopher McEwan – SBCC child	320.00
Criterion Bar, St Andrews	315.00
Baillie Muir – SBCC child	335.00
Dunfermline SFRS	681.00
Miss McCluskey	220.00

Gift Aid *[amount already included against listed fundraising totals above]* 208.75

### **Fundraising Activities: To the nearest £** **Total for current period 2019/ 2020: £6,112**

*[Fundraising/Gift Aid]*

Total 2018/ 2019: £ 6,032  
Total 2017/ 2018: £19,840  
Total 2016/ 2017: £13,455  
Total 2015/ 2016: £11,582

## 3. Other Income

<b>Bank account interest</b>	£21.12
<b>Misc*</b> <i>[Refer to note below]</i>	£13,597.84

### **Note\***

Due to Covid-19 restrictions and the cancellation of two major events, this figure includes the reimbursement of payments made for:

- Benrigg Trust, cancellation of Families Adventure weekend - £10,187.76 and
- Girl Guide Association, Netherurd House, cancellation of Families Weekend - £2,500

#### **4. Unrestricted funds this reporting period 01 Dec 2019 – 30 Nov 2020**

**Overall Unrestricted funds: To the nearest £**

**Overall 'Unrestricted' funds received for current period: £26,778**

[This figure includes £12,687.76, reimbursed due to Covid-19 restrictions – cancellation of 2 events]

Overall funds received 2018/ 2019: £13,072

Overall funds received 2017/ 2018: £28,474

Overall funds received 2016/ 2017: £19,629

Overall funds received 2015/ 2016: £24,991

#### **5. Grants**

**Restricted Funds:**

- There were no restricted funds for this reporting period.

**To the nearest £**

**Overall total expenditure for the current period 2019/ 2020: £0**

Total 2018/ 2019: £ 0

Total 2017/ 2018: £ 0

Total 2016/ 2017: £ 0

Total 2015/ 2016: £ 0

## 6. Payments relating to charitable activities – Unrestricted Funds

	Current Period 2019/ 2020 £	2018/ 2019 £	2017/ 2018 £	2016/ 2017 £	2015/ 2016 £
Event: Annual Summer Camp [In 2020 the camp was cancelled due to Covid-19 restrictions, the deposit of £2,000 paid for 2020 has been transferred to 2021]	0.00 Cancelled due to Covid-19 restrictions	10,961.38	10,425.15	9,141.79	10,126.62
Event: Annual Summer Camp		2,000 [deposit for 2019 camp]		4,000.00 [deposit for 2018 camp]	
Event: AGM followed by Family Party – Jan 2017				1,318.36	
Event: AGM followed by Family Party – Jan 2018			694.17	100.00 [Deposit for 2018 AGM/ Party]	
Event: AGM followed by Family Party – Jan 2019 Event cancelled – deposit transferred to Summer party in July 2019			100.00 [Deposit for 2019 AGM]		
Event: Summer Party	0.00 Unable to organise due to Covid-19 restrictions	942.64	1,278.50	778.64	150.00
Event: Family Day Out – September	0.00 Unable to organise due to Covid-19 restrictions	1,052.00	848.00		
Event: Family Day[s] Out – Pantomime January 2020, tickets paid for in 2018/2019 reporting period.		962.25		608.00	1,409.40
Event: Inverness Family – Pantomime tickets			92.50		

**Payments relating to charitable activities – Unrestricted Funds..... continued**

	<b>Current Period 2019/ 2020 £</b>	<b>2018/ 2019 £</b>	<b>2017/ 2018 £</b>	<b>2016/ 2017 £</b>	<b>2015/ 2016 £</b>
Event: Family Adventure Weekend – <b>Deposit for event in April 2020 paid in reporting period 2018/ 2019. Due to Covid-19 restrictions £10,187.76 was reimbursed in full, included in the Misc. income report details</b>	6,187.76 Cancelled due to Covid-19 restrictions	4,000.00 [Deposit for activity in April 2020]			11,514.35
Event: Family 'Therapeutic' Weekend 2015 [December]					3,130.41
Event: Family 'Therapeutic' Weekend 2018 [December]		4,707.24	3,200.00		
Event: Family 'Therapeutic' Weekend 2020 [December] <b>The December 2019 was rescheduled to December 2020, this event had to be cancelled due to Covid-19 restrictions and centre closure, the deposit of £2,500 [paid in 2018/ 2019] was refunded in full in this accounting 2019/2020.</b>	0.00 Cancelled due to Covid-19 restrictions	2,600 [Venue deposit for Dec 2019 event & Disco]			
Fundraising Costs	0.00	0.00	1,112.09	298.13	549.72
Subscriptions/ membership fees	70.00	90.00	90.00	195.00	141.00
Promotional/ Education/ Advertising	433.20	963.60	433.00	455.40	322.40
Postage/ Stationery/ consumables	0.00	206.98	713.44	593.74	646.54
BT + Mobile telephone	1,076.03	673.03	777.45	610.42	774.74
Conference/ travel costs	0.00	1,171.22	1,102.23	192.00	237.60
Equipment	0.00	0.00	47.99	0.00	0.00
Storage costs	2,745.50	2,745.50	2,745.50	2,745.50	2,896.35
Charity insurance policy	718.49	791.59	906.25	899.57	877.48
PO Box costs	352.50	342.00	330.00	318.00	312.00
Website costs	155.88	155.88	131.99	131.99	131.99
Lease of IT Equipment	827.19	923.41	505.80	561.00	2,948.88
Misc expenditure	140.94	338.44	0.00	0.00	1,227.99

**To the nearest £: Unrestricted – Expenditure:**  
**Total current period 2019/ 2020: £13,208**

**Note:** This figure includes the payment of £6,187.76 made to Benrigg Trust for the Families Adventure weekend, due to Covid-19 restrictions the amount of £10,187.76 was reimbursed in full. [Deposit of £4,000 was made in reporting period 2018/2019].

Total 2018/ 2019: £37,035  
Total 2017/ 2018: £21,564  
Total 2016/ 2017: £23,158  
Total 2015/ 2016: £39,998

**7. Payments relating to charitable activities – Restricted Funds.**

**To the nearest £**  
**Total current period 2019/ 2020: £0.00**

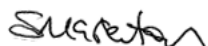
Total 2018/ 2019: £ 0:00  
Total 2017/ 2018: £ 0:00  
Total 2016/ 2017: £ 0.00  
Total 2015/ 2016: £ 0.00

## Accountants Report

Having prepared this Receipts & Payments account and balance sheet, without carrying out an audit, from the books records and other information supplied to me by the Scottish Burned Children's Club. I hereby confirm that these accounts are in accordance with the books, records and other information supplied and give a true and fair view of the affairs of the club on 30 November 2020.

### Scottish Burned Children's Club Statement of Balances as of 30 November 2020

	Year to 30/11/2020 £	Year to 30/11/2019 £
<b>General Fund/ Unrestricted Funds</b>		
<b>To the nearest £</b>		
Opening Position	40,843	64,806
Surplus/ [Deficit] for period	13,570	[23,963]
Closing Position	<u>54,413</u>	<u>40,843</u>
<b>Restricted Funds</b>		
<b>To the nearest £</b>		
Opening Position	0,000	0,000
Received	0,000	0,000
Surplus/ (Deficit) for period	0,000	0,000
Closing Position	<u>0,000</u>	<u>0,000</u>



Mrs. Sandra Masterton  
Legal Cashroom Services Scotland, Monifieth  
Date: 21 June 2021

#### Approved by the Trustees and signed on their behalf

I approve this Receipts & Payments Account & Balance sheet and confirm that all books, records and information was made available for their preparation.



Mr. Mark Stevenson  
Chairperson – Scottish Burned Children's Club



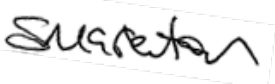
## Appendix 3

### Independent examiner's report on the accounts





Office of the Scottish Charity Regulator

<b>Report to the trustees/members of</b>	<b>Independent examiner's report on the accounts</b> v2 <b>Scottish Burned Children's Club</b>						
<b>Registered charity number</b>	<b>SC032376</b>						
<b>On the accounts of the charity for the period</b>	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	December	2019	to	30	November	2020
<b>Set out on pages</b>	<b>Appendix 2:</b> Section A – Statement of Receipt & Payments Section B – Statement of Balances Section C – Notes to Accounts Additional Analysis Accountants Report  [10 pages in total]						
<b>Respective responsibilities of trustees and examiner</b>	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 ["the 2005 Act "] and the Charities Accounts (Scotland) Regulations 2006 [as amended] ["the 2006 Regulations"]. The charity 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.						
<b>Basis of independent examiner's statement</b>	My examination is carried out in accordance with Regulation 11 of the 2006 Regulation. 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.						
<b>Independent examiner's statement</b>	In the course of my examination, no matter has come to my attention						
<b>Signed:</b>						<b>Date:</b>	21/06/2021
<b>Name:</b>	S Masterton						
<b>Relevant professional qualification(s) or body (if any):</b>	SLA – Scottish Law Accountant						
<b>Address:</b>	Legal Cashroom Services Scotland, Monifieth						