

**Charity Registration No. SC045237 (Scotland)**

**Company Registration No. SC357866 (Scotland)**

**ENCHANTED FOREST COMMUNITY TRUST  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 NOVEMBER 2019**

# ENCHANTED FOREST COMMUNITY TRUST

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	C Joss R K Moncrieff I Sim A M Walker P Keith	(Appointed 27 June 2019)
<b>Charity number (Scotland)</b>	SC045237	
<b>Company number</b>	SC357866	
<b>Registered office</b>	30 Bonnethill Road PITLOCHRY PH16 5BS	
<b>Auditor</b>	Finlaysons 4 Albert Place PERTH PH2 8JE	
<b>Accountants</b>	Walton Kilgour Chartered Accountants 30 Bonnethill Road Pitlochry PH16 5BS	
<b>Bankers</b>	The Royal Bank of Scotland plc Perth Chief Office 12 Dunkeld Road PERTH PH1 5RB	
	Bank of Scotland 76 Atholl Road PITLOCHRY PH16 5BW	
<b>Solicitors</b>	J & H Mitchell WS 51 Atholl Road PITLOCHRY PH16 5BU	
	Thorntons 7 Whitefriars Crescent PERTH PH2 0PA	

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# ENCHANTED FOREST COMMUNITY TRUST

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# ENCHANTED FOREST COMMUNITY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 30 NOVEMBER 2019**

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The trustees present their report and financial statements for the year ended 30 November 2019.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's Memorandum and Articles of Association, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

### **Objectives and activities**

The charitable purposes of the trust are to benefit the communities of Highland Perthshire (as defined), hereinafter referred to as 'the area':

- to advance the arts, heritage, culture and science of the area by supporting, managing, promoting and developing quality events which enhance and celebrate the natural and cultural resources of the area and encourage education and participation therein;
- to provide funding to charities, clubs and organisations in the area to enable them to implement, or assist in the implementation of, their own projects the purposes of which promote any of the following:- (i) The advancement of arts, heritage, culture or science (ii) The advancement of community development and environmental protection or improvement (iii) The advancement of education (iv) The advancement of public participation in sport or the provision or organisation of recreational facilities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended (v) Relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage.

The Enchanted Forest Community Trust organises and runs the Enchanted Forest sound and light show for the benefit of Highland Perthshire. It has overseen the operation of the Enchanted Forest in Pitlochry for the past ten years and through its community fund has helped other events take place.

Most contracts which the company has placed have been with local suppliers; this has contributed to an increase in employment in quiet periods of economic activity for Pitlochry and the area.

# ENCHANTED FOREST COMMUNITY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 30 NOVEMBER 2019**

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### **Charitable donations**

The charity aims to distribute excess funds to support good causes within Highland Perthshire and to make donations to charities in Scotland that, in the view of the trustees, are likely to benefit members of the local community.

Each year the charity asks local charities and community groups to submit applications for funds to assist them with suitable projects. In the current year the charity made grants to organisations ranging from Pitlochry Scouts and Breadalbane Men's Shed to the Women's Institute and another 30 clubs, societies and local organisations totalling £36,172. Fuller details of the beneficiaries are set out on our website [www.enchantedforest.org.uk](http://www.enchantedforest.org.uk) at "Trust - community initiatives."

There is also an annual charity evening which is held for the benefit of three chosen charities. The Enchanted Forest asks for charities to submit applications which are then assessed by the trustees and operational staff. In the current year £5,000 was awarded to each of:

- Bumblebee Conservation Trust,
- Guide Dogs (Scotland)
- Perth and Kinross Association of Voluntary Service (PKAVS).

The Trust continues to support Pitlochry Lighting Committee to help fund the seasonal street lighting with a donation this year of £2,000.

Total charitable donations made in the year amounted to £55,122 (2018 - £38,320).

### **Achievements and performance**

Since the show's inception in 2002, attendances have increased year by year. Our 2019 show COSMOS, produced by Zoe Squair, attracted record audiences and visitors to the area. The Enchanted Forest has attracted many accolades and has recently awarded Best Cultural Event by the UK Event Awards, announced winner of the 2017 Outdoor Leisure Award for Best Outdoor Festival and has, this year, was nominated for the Scottish Thistle Award for Best Cultural Event or Festival in Central, Fife and Tayside.

Over 80,000 customers attended our 2019 show. The show has attracted huge critical acclaim and many plaudits.

An independent report conducted by Tourism Resources Company in Glasgow, specialist economic impact consultants, was commissioned at the end of 2018. The report looked at visitor behaviour and spend activity, as well as the event's own purchasing power. It concluded that with over 80,000 visitors attending our autumn event, 52% of whom stayed overnight, and a policy to use local suppliers where possible, The Enchanted Forest boosts the local economy by an incredible £7.66 million every year.

The trustees are proud that the Living Wage Foundation continues to grant the trust accreditation as a Living Wage Employer.

During this financial period the trust has made charitable donations of £55,122 to local organisations and other charities (details below).

More than 100 people were involved in the 2019 show.

As a community engagement exercise the trustees again invited all primary seven schoolchildren in the area to the show. Feedback from the schools and children has been very positive. A Children's Panel has reported on their views about the show.

In order to seek to futureproof the show the following initiatives have been undertaken during the year:

# ENCHANTED FOREST COMMUNITY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 30 NOVEMBER 2019*

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- A new Strategy and Plan for 2019 - 2021 has been developed and is being implemented.
- A complete re-branding of The Enchanted Forest was undertaken in conjunction with a new re-engineered website.
- That part of Faskally Woods used by the Enchanted Forest has been digitally mapped allowing better and easier show planning by our creative teams.
- To make a visit easier for our less abled customers and in conjunction with Athol Distillery a new accessibility departure point was established at the distillery. Our normal departure point at Fishers Hotel was refreshed in line with our new branding.
- In conjunction with Forestry and Land Scotland the trust has widened, resurfaced and improved the paths and roads in Faskally Woods around Loch Dunmore, the Enchanted Forest's home.
- A complete review of our waste management policy was instituted.

In conjunction with the board our law agents have updated and modernised the trust's Articles of Association.

### **Financial review**

The surplus of £67,746 is considered to be a good result for this year, with ticket sales increasing by £9,232.

In addition to the financial success, the show is considered to have been a huge success with a customer satisfaction survey indicating 97.2% satisfaction levels and attendances breaking all previous box office records.

The charity held total funds of £610,563 at the year end, all unrestricted (2018 - £542,817 all unrestricted). The trustees believe that the balance of reserves is adequate to finance the Enchanted Forest event, having regard to expected direct income from the event itself. The trustees believe that the charity has a sound financial footing.

Reserves are needed to cover the costs associated with putting on the forthcoming year's show and to allow for unexpected future events.

The trustees arrange for a budget to be prepared for the show each year. After making allowance for a conservative estimate of advance ticket sales and making reasonable provision for contingencies, an assessment is made of the reserves needed for the year ahead. Surplus funds are made available for distribution for suitable projects.

The trustees are aware, because of the surpluses from recent shows, that the level of reserves may be temporarily higher than expected. The trustees are actively looking for good causes to support.

More conscious of our carbon footprint and in light of the Scottish Government's declaration of a climate emergency the trustees are actively developing a policy to help mitigate climate change effects. Trustees are developing a reserve policy to reduce our carbon footprint. Measures including tree planting, peatland restoration are being researched. It is hoped that the policy will be fully developed and implemented in 2020.

Medium term plans also include the development of more community involvement.

# ENCHANTED FOREST COMMUNITY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 30 NOVEMBER 2019

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The charity engages a project manager who helps the trustees identify risks and implement strategies to minimise them.

Major risks identified by the board include:

- A failure to meet income targets due to reduced customer numbers
- A dilution in customer numbers due to "copycat" shows
- Loss of key suppliers and loss of key skills
- Failure to meet expenditure targets

Mitigations of the risks have been identified and implemented and are monitored throughout the year.

The trustees also ensure that robust policies and procedures are in place, including the appropriate training of staff, to minimise the risks associated with the show itself.

In 2020 the show will again be held at Faskally Woods, Pitlochry from 1 October to 1 November 2020 and will again be produced by Zoe Squair.

The Trustees continue to review the possibility of organising other events during the year.

#### **Structure, governance and management**

The company was incorporated as a Scottish company limited by guarantee on 7 April 2009 and has been registered as a Scottish charity since 17 November 2014. The charity is governed by its Memorandum and Articles of Association dated 28 October 2014 (revised 19 January 2018 and 30 September 2019).

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

C Joss

R K Moncrieff

I Sim

V W Burrell

(Retired 6 February 2020)

A M Walker

E W J McIlwraith

(Retired 9 July 2019)

L Williamson

(Retired 10 February 2020)

P Keith

(Appointed 27 June 2019)

A chairman is appointed from the board of trustees to preside at meetings. Decisions on charity business are passed by majority.

The trustees regularly review the composition of the board and seek to garner an appropriate mix of skills to bring to the charity. New trustees are sought by requests through the local press, by general discussions in the local community and through the Enchanted Forest website. The board discusses applications from potential trustees. New trustees receive an induction pack containing details of financial and administrative matters in relation to the Trust. Trustees are required to attend suitable courses on a regular basis.

If you are interested in becoming a Trustee of the Enchanted Forest Community Trust, please get in touch at [info@enchantedforest.co.uk](mailto:info@enchantedforest.co.uk).

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# ENCHANTED FOREST COMMUNITY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 30 NOVEMBER 2019*

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No payments are made for services provided by trustees' families or business associates without the prior approval of the other trustees.

During the year the trustees delegate day to day management activities to the Enchanted Forest show producer. The producer in conjunction with the project manager co-chairs an operations team which meets regularly and reports to the board.

The trustees meet regularly to assess the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Details of these are included within the risk assessment section on page 4.

### **Auditor**

In accordance with the company's articles, a resolution proposing that Finlaysons be reappointed as auditor of the company will be put at a General Meeting.

### **Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.

**I Sim**

Trustee

Dated: 11 March 2020

# ENCHANTED FOREST COMMUNITY TRUST

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 30 NOVEMBER 2019*

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The trustees, who are also the directors of Enchanted Forest Community Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# ENCHANTED FOREST COMMUNITY TRUST

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF ENCHANTED FOREST COMMUNITY TRUST

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#### Opinion

We have audited the financial statements of Enchanted Forest Community Trust (the 'charitable company') for the year ended 30 November 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 November 2019 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# ENCHANTED FOREST COMMUNITY TRUST

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF ENCHANTED FOREST COMMUNITY TRUST

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# ENCHANTED FOREST COMMUNITY TRUST

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF ENCHANTED FOREST COMMUNITY TRUST

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#### **Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**Finlaysons**

11 March 2020

**Chartered Accountants**

**Statutory Auditor**

4 Albert Place  
PERTH  
PH2 8JE

Finlaysons is eligible for appointment as auditor of the charitable company by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006

# ENCHANTED FOREST COMMUNITY TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 NOVEMBER 2019

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	Notes	Unrestricted funds 2019 £	Total 2018 £
<b><u>Income from:</u></b>			
Donations	2	2,268	5,156
Charitable activities	3	1,393,833	1,420,658
Investments	4	4,062	337
<b>Total income</b>		<u>1,400,163</u>	<u>1,426,151</u>
<b><u>Expenditure on:</u></b>			
Charitable activities	5	<u>1,332,417</u>	<u>1,230,473</u>
<b>Net income for the year/ Net movement in funds</b>		67,746	195,678
Fund balances at 1 December 2018		542,817	347,139
<b>Fund balances at 30 November 2019</b>		<u><u>610,563</u></u>	<u><u>542,817</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# ENCHANTED FOREST COMMUNITY TRUST

## BALANCE SHEET

AS AT 30 NOVEMBER 2019

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	Notes	2019 £	£	2018 £	£
<b>Fixed assets</b>					
Tangible assets	10		10,882		15,005
<b>Current assets</b>					
Stocks	12	3,014		4,398	
Debtors	13	29,315		26,228	
Cash at bank and in hand		750,175		596,065	
		<u>782,504</u>		<u>626,691</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(152,823)</u>		<u>(68,879)</u>	
Net current assets			629,681		557,812
<b>Total assets less current liabilities</b>			<u>640,563</u>		<u>572,817</u>
<b>Provisions for liabilities</b>			<u>(30,000)</u>		<u>(30,000)</u>
<b>Net assets</b>			<u><u>610,563</u></u>		<u><u>542,817</u></u>
<b>Income funds</b>					
Unrestricted funds			610,563		542,817
			<u>610,563</u>		<u>542,817</u>
			<u><u>610,563</u></u>		<u><u>542,817</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 11 March 2020

R K Moncrieff  
Trustee

Company Registration No. SC357866

# ENCHANTED FOREST COMMUNITY TRUST

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 NOVEMBER 2019

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	Notes	2019 £	£	2018 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	17		152,448		160,367
<b>Investing activities</b>					
Purchase of tangible fixed assets		(2,400)		(17,052)	
Interest received		4,062		337	
<b>Net cash generated from/(used in) investing activities</b>			1,662		(16,715)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			154,110		143,652
Cash and cash equivalents at beginning of year			596,065		452,413
<b>Cash and cash equivalents at end of year</b>			<u>750,175</u>		<u>596,065</u>

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# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 30 NOVEMBER 2019*

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### 1 Accounting policies

#### Charity information

Enchanted Forest Community Trust is a private company limited by guarantee incorporated in Scotland. The registered office is 30 Bonnethill Road, Pitlochry, PH16 5BS.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's governing document, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

The charitable company is a Public Benefit Entity as defined by FRS 102.

The charity has availed itself of S396 of the Companies Act 2006, as permitted in paragraph 4(1) of Schedule 1 of SI 2008 No 409, and adapted the Companies Act formats to reflect the special nature of the charity's activities.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for at least the next twelve months. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Funds are maintained at a level estimated to be sufficient to finance the Enchanted Forest event having regard to expected income from grants, donations and direct income from the event itself.

#### 1.4 Incoming resources

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Income represents invoices and tickets issued, donations and other monies received in the course of the charity's ordinary activities during the year.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount.

#### 1.5 Resources expended

All expenditure is accounted for on an accruals basis as a liability is incurred. Expenditure includes irrecoverable VAT and has been classified under headings of the Statement of Financial Activities to which it relates.

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

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### 1 Accounting policies

(Continued)

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to governance of the charity apportioned to charitable activities.

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. These costs include the statutory audit fees.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost of assets less their residual values over their useful lives on the following bases:

Plant and equipment	10%/20%/33% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include deposits held at call with banks.

#### 1.10 Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

##### **Basic financial assets**

Basic financial assets, which include debtors and bank balances, are initially measured at transaction price.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors are recognised at transaction price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less.

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

### 1 Accounting policies

(Continued)

#### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

#### 1.11 Provisions

Provisions are recognised when the charitable company has a legal or constructive present obligation as a result of a past event, it is probable that the charitable company will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation. Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value, the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period in which it arises.

### 2 Donations

	<b>Unrestricted funds</b>	Total
	<b>2019</b>	2018
	£	£
Donations and gifts	2,268	5,156

### 3 Charitable activities

	<b>2019</b>	2018
	£	£
Ticket sales	1,331,226	1,314,668
Merchandise and other sales	28,405	41,426
Brochure advertising	6,125	9,288
Ticket incentive	-	30,000
Other income	28,077	25,276
	<u>1,393,833</u>	<u>1,420,658</u>

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

### 4 Investments

	Unrestricted funds	Total
	2019 £	2018 £
Interest receivable	4,062	337

### 5 Charitable activities

	2019 £	2018 £
Staff costs	78,861	69,195
Depreciation and impairment	6,523	14,533
Event costs	1,094,087	1,040,538
Subcontract labour	26,646	30,130
Entertaining	3,709	3,031
Improvements	24,796	-
Rebranding	20,732	-
Sundry expenses	7,614	12,610
	<u>1,262,968</u>	<u>1,170,037</u>
Grant funding of activities (see note 6)	55,122	38,320
Share of support costs (see note 7)	779	753
Share of governance costs (see note 7)	13,548	21,363
	<u>1,332,417</u>	<u>1,230,473</u>

### 6 Grants payable

	2019 £	2018 £
Community fund donations	36,172	17,370
Other donations	18,950	20,950
	<u>55,122</u>	<u>38,320</u>

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

### 7 Support costs

	Support costs £	Governance costs £	2019 £	2018 £	Basis of allocation
Bank charges	779	-	779	753	Direct
Audit fees	-	3,360	3,360	4,800	Governance
Legal and professional	-	3,200	3,200	9,305	Governance
Accountancy fees	-	6,988	6,988	7,258	Governance
	<u>779</u>	<u>13,548</u>	<u>14,327</u>	<u>22,116</u>	
Analysed between					
Charitable activities	<u>779</u>	<u>13,548</u>	<u>14,327</u>	<u>22,116</u>	

Governance costs includes payments to the auditors of £3,360 (2018- £3,360) for audit fees and £Nil (2018- £1,440) for other services.

### 8 Trustees

During the year, wages of £2,259 (2018 - £3,260) were paid to C Joss, trustee, for services towards running the Enchanted Forest event and not for services as a trustee.

During the year none of the trustees were reimbursed travelling, subsistence and accommodation costs (2018 - None).

Payments to trustees are permitted under clause 10.4 of the charitable company's Articles of Association.

### 9 Employees

#### Number of employees

The average head count of employees during the year was:

	2019 Number	2018 Number
Event staff	<u>88</u>	<u>72</u>
<b>Employment costs</b>	<b>2019 £</b>	<b>2018 £</b>
Wages and salaries	<u>78,861</u>	<u>69,195</u>

There were no employees whose annual remuneration was £60,000 or more.

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

### 10 Tangible fixed assets

Plant and equipment  
£

#### Cost

At 1 December 2018

71,760

Additions

2,400

At 30 November 2019

74,160

#### Depreciation and impairment

At 1 December 2018

56,755

Depreciation charged in the year

6,523

At 30 November 2019

63,278

#### Carrying amount

At 30 November 2019

10,882

At 30 November 2018

15,005

### 11 Financial instruments

2019

2018

£

£

#### Carrying amount of financial assets

Debt instruments measured at amortised cost

29,315

26,228

#### Carrying amount of financial liabilities

Measured at amortised cost

126,741

42,233

### 12 Stocks

2019

2018

£

£

Merchandise stock

3,014

4,398

### 13 Debtors

2019

2018

£

£

Amounts falling due within one year:

Other debtors

29,315

26,228

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

### 14 Creditors: amounts falling due within one year

	2019 £	2018 £
Other taxation and social security	26,082	26,646
Trade creditors	44,139	13,301
Accruals and deferred income	82,602	28,932
	<u>152,823</u>	<u>68,879</u>

### Provisions for liabilities

	2019 £	2018 £
Provision	30,000	30,000
	<u>30,000</u>	<u>30,000</u>

Movements on provisions:

	Provision £
At 1 December 2018 and 30 November 2019	<u>30,000</u>

### 16 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2019 £	2018 £
Aggregate compensation	36,000	31,500
	<u>36,000</u>	<u>31,500</u>

#### Other transactions

During the year the charity paid £2,160 (2018 - £Nil) to J&H Mitchell Solicitors, a firm in which P Keith is a partner, for legal fees.

During the year wages of £905 (2018 - £1,051) were paid to S Joss, a close relative of C Joss, for services towards the running of the Enchanted Forest event.

# ENCHANTED FOREST COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2019

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17 Cash generated from operations	2019 £	2018 £
Surplus for the year	67,746	195,678
Adjustments for:		
Investment income recognised in statement of financial activities	(4,062)	(337)
Depreciation and impairment of tangible fixed assets	6,523	14,533
Movements in working capital:		
Decrease/(increase) in stocks	1,384	(1,921)
(Increase) in debtors	(3,087)	(23,715)
Increase/(decrease) in creditors	83,944	(23,871)
<b>Cash generated from operations</b>	<u>152,448</u>	<u>160,367</u>