

# **Scottish Transport Studies Group**

## **Accounts**

**For year ended 31 March 2016**

Charity no SCO14720



## **Scottish Transport Studies Group Accounts**

Charity no. SCO14720

### **Charity Information for the Year Ended 31<sup>st</sup> March 2016**

#### **Committee**

Paul White, CPT (Chair)

Derek Halden, DHC (Treasurer)

Jason Monios, Napier University

John Yellowlees, First Scotrail

David Connolly, Systra

John MacDonald, Community Transport Association

Mike Harrison, Scottish Accessible Transport Alliance

Neil Ferguson, Strathclyde University

Tony Maric, Perth and Kinross Council

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#### **Independent Examiner**

A W Scotland C.A.

10 Craighall Crescent

Edinburgh

EH6 4RY

#### **Banker**

Bank of Scotland

The Mound

Edinburgh

EH1 1YZ

## **Committee Report for the Year Ended 31<sup>st</sup> March 2016**

The committee present their report together with the accounts of the year ended 31<sup>st</sup> March 2016.

### **Form and Purpose of the Charity**

Scottish Transport Studies Group (STSG) was founded by a constitution last amended in September 2004. It was recognised by the Inland Revenue as a Scottish Charity on 6<sup>th</sup> May 1987 (Ref no SCO14720) and is thus exempt from most forms of taxation.

### **Principal Activity and Committee Objectives**

The aim of the charity is to stimulate interest in and develop awareness of the transport function and its importance for Scotland, its economy and society. It encourages contacts between operators, public bodies, users and others interested in transport. It improves information provision and promotes research, issues publications and organises seminars to these ends.

### **Administrative Structure**

Membership is open to public bodies, transport operators, other organisations and to individuals. A committee is elected at the Annual General Meeting to have executive power, and half the committee are re-elected each year. Details of the committee members are shown on page 2.

### **Review of Activities**

During the year the charity published one issue of Scottish Transport Review and two papers proposing changes to enhance the democratic mandate for transport reform. Through the website and in printed publications STSG promoted discussion of transport issues in Scotland. The charity aims to continue to develop awareness of transport problems and opportunities, and to stimulate discussion.

### **Reserves Policy**

It is the policy of the committee to keep approximately six months expenditure as a reserve against decreases in membership and sponsorship, meaning that activities could continue for a period of time. At 31 March 2015, this aim was achieved.

### **Statement on Risk**

The committee keeps under review the major risks to which the charity is exposed and is establishing procedures to mitigate those which are identifiable as a result of this review.

### **Statement of Committee Members' Responsibilities**

Charity law requires committee members to prepare accounts that give a true and fair view of the state of affairs of the charity, and its incoming resources and application of resources including its surplus and deficit for that period. In doing so, the committee members are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume the charity will continue its activities.

The committee members are responsible for keeping accounting records which disclose at any time the charity's financial position and enable them to ensure that the accounts comply with charity law. The committee also have general responsibility for taking such steps as are reasonably open to it to safeguard the charity's assets and to prevent and detect fraud and other irregularities.

On behalf of the committee,

.....

**Derek Halden**  
**Treasurer**

Dated 23 November 2016

**Statement of Financial Activities and Income and Expenditure Account for the Year Ended 31 March 2016**

<b>Incoming Resources</b>	<b>2014/15</b>	<b>2015/16</b>
Membership fees	647	230
Bank interest	-	-
<b>Total incoming resources</b>	<u>647</u>	<u>230</u>
<b>Resources expended</b>		
Cost of activities in furtherance of the charity's objectives		
Website Upgrade	300	-
Conference & seminar expenses	111	-
	<u>411</u>	<u>-</u>
Governance costs		
Committee expenses	-	-
Fees of the independent examiner	100	100
<b>Total resources expended</b>	<u>511</u>	<u>100</u>
Surplus (Deficit) on ordinary activities being net Incoming (outgoing) resources for year	136	130
Funds at 1 <sup>st</sup> April 2015		3,103
Funds at 31 <sup>st</sup> March 2016 – unrestricted funds		3,233

The notes on page 7 form part of these accounts

## Balance Sheet as at 31 March 2016

	2014/15	2015/16
Current assets		
Debtors – trade debtors		
Bank and cash	3,203	3,333
	<u>3,203</u>	<u>3,333</u>
Creditors – accounts due within one year		
Accrued charges and receipts in advance	100	100
	<u>100</u>	<u>100</u>
Net current assets	<u>3,103</u>	<u>3,233</u>
Represented by:		
Funds – Unrestricted funds	3,103	3,233

These accounts were approved by the committee on .....  
and signed on its behalf by

.....

## **Notes to the Accounts**

### **1 Principal Accounting Policies**

These accounts have been prepared in accordance with applicable accounting standards in the United Kingdom, the Charities Accounts (Scotland) Regulations 2006, the historical cost convention and under the guidelines laid down in the Statement of Recommended Practice – Accounting and Reporting by Charities – 2005 version.

Grants, bank interest and other income are recognised in the Statement of Financial Activities as they are received. Expenditure including VAT, which is unrecoverable, is accounted for an accruals basis.

All activities are dealt with in unrestricted funds.

### **2 Committee expenses and related party transactions**

Members of the committee are able to claim travel expenses for committee meetings and conferences, but none did so during the financial year.

No committee member received payment for any other Group activity during the year.

**Independent Examiner's Report to the Scottish Transport Studies Group on the accounts of the charity for the year ended 31 March 2016 set out in pages 5 to 7**

**Respective Responsibilities of the Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) regulations 2006. the Charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulation 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Date: ..... 2016