



# **WOOLFORDS AUCHENGRAY & TARBRAX IMPROVEMENT FOUNDATION**

**Woolfords, Auchengray & Tarbrax Improvement Foundation  
(Scottish Charitable Incorporated Organisation)**

**Annual Report and Financial Statements**

**Year ended 30 November 2020**

**Charity Number: SC043606**

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**Legal and Administrative Information**

<b>Charity Number</b>	SC043606 (SCIO)
<b>Business address</b>	Tarbrax Village Hall Crosswood Terrace Tarbrax EH55 8XE
<b>Trustees at 30 Nov 20</b>	John Tucker (Chair) Charlie Campbell (Vice Chair) Patricia Tucker (Secretary) Cass Delaney (Treasurer) James Bryden John Robertson Jim Hewlett Myra Dick Geraldine Hamilton
<b>Co-opted Trustees</b>	Fiona Hewlett
<b>Finance Support</b>	H M Moore Accounting Services 8 Deer Park Fairways Business Park Livingston EH54 8GA

## **Annual Report**

The Trustees are pleased to present their annual report together with the financial statements for the year ending 30 November 2020.

### **Charitable purposes:**

- To advance rural regeneration and community development in Auchengray and its surroundings so that it can be a sustainable, inclusive community for all who live or work in the area.
- To promote the conservation, protection and improvement of the physical and natural environment.
- To encourage access to open spaces and enhance recreational opportunities.
- To advance heritage, culture, history, arts, science and education, including lifelong learning.
- To establish the present needs and future ambitions of Auchengray and its surroundings, and to ensure the long-term wellbeing and continuity of the community.
- To promote, establish, operate and/or support other similar schemes and projects of a charitable nature for the benefit of the community within Auchengray and its surroundings.

### **Long Term Vision:**

- A beautiful, safe, and vibrant place with a resilient, well-connected and resourceful community, offering a great quality of life for all local people.

### **Staff at 30 Nov 2020:**

- Development Manager (self-employed) part time started 9<sup>th</sup> March 2020.
- Project Officer part time (previously Seniors Worker).
- Admin and Finance Officer part time started 10 December 2019.
- Project Officer part time started 4 August 2020.

### **Activities:**

- The Trust carries out work to implement its second 5-year Community Action Plan (CAP) which runs from 2018 – 2023 which prioritises Themes and Projects for the Trust to action.
- The Trust distributes funds directly to the community through various grant schemes.

## **Community Action Plan Themes and Projects 2018 – 2023**

### **Theme 1: Getting Around**

#### **Short Term:**

- Set up a Community Roads Steering Group to record and monitor local road issues and liaise with the Councils to improve road surfaces, maintain verges, drainage and ditches and explore traffic safety measures, particularly through settlements
- Explore ways in which we can augment the work of the Councils, through local volunteer work parties and small-scale contracting
- Explore the feasibility of community-run gritting and snow clearance

Medium Term:

- Undertake local area mapping to include new-builds, businesses and key landmarks
- Explore options for creating open source/information sharing of the local map online, with residents, emergency services and others
- Improve signage to settlements, amenities and local landmarks

Long Term:

- Review levels of demand and potential to extend the community taxibus service. This may include Livingston as a destination and evening and weekend availability
- Explore the feasibility of community-owned transport for local groups, including the school. This could be used to pick up local residents who lack transport but also for trips elsewhere
- Continue providing a driving grant scheme for learners' resident in our area

**Achievements during year end 30 November 2020:**

Roads

The Trust continues to report issues to both local authorities and to tackle key road issues which affect residents daily. We continue to play an important role in the dissemination of information from local authorities to the community (e.g. using social media), ensuring our residents are aware of local issues.

The Trust has to ensure under its Objectives and Activities within its Constitution, that it does not carry out actions that are the responsibility of the local authorities.

Taxibus

Our Taxibus service to West Calder and Livingston has seen a steady increase in passenger numbers since the beginning of the service. The total number of journeys taken in February 2020 was 96 before the Covid pandemic struck in March and after 62 trips that month, the service was subsequently suspended as per government guidelines.

The service restarted (with appropriate COVID safety measures in place) in October 2020 with a cautious 14 trips made, followed by 13 in November 2020. The Trustees made the decision to remove the extended service to Livingston as a destination because it was deemed as a "non-essential" trip and the priority for the service was to take passengers to the nearest destination for essential activities such as shopping.

Community Transport Project

In May 2020 we were successful in our grant application to the Green Economy Fund (run by Scottish Power) and were awarded £45,635.00 towards the purchase of an electric vehicle for community use and installation of a charging point at Tarbrax Village Hall. We expect to take delivery of the electric vehicle, which will be adapted with a COVID screen and disabled access, in April 2021.

**Theme 2: Our Services**

Short Term

- Harness volunteer expertise and create a Communications Group to work on both broadband and mobile phone coverage
- Explore options for alternative broadband provision including a community-led solution. Review case studies from other areas about effective approaches

- Seek support from sector experts and explore potential funding packages

#### Medium Term

- Research gaps in provision and explore options for improved coverage, including what has worked well elsewhere
- Tap into expertise for implementation and funding

#### Long Term

- Develop a community-wide prescription delivery service
- Continue to consult with older residents about services of interest and develop links with specialist providers and local networks. This could include social trips for vulnerable residents and sports opportunities for more active seniors

### **Achievements during year end 30 November 2020:**

#### Broadband

Our community wireless broadband service in partnership with Borders Online, which was rolled out in 2019 after extensive research of broadband opportunities for our area, has continued to grow in use and coverage throughout the year.

In October 2020 a new mast was erected at Blackhill, allowing more households to subscribe to this popular service, as well as existing customers enjoying a better and more reliable service. We continued to offer the £120 voucher towards installation for local residents. The pandemic has led to increased home working as well as home schooling and learning, therefore our broadband project has been an essential service to many during 2020.

#### Support for Older People

We have continued to provide support and practical care to older people in the area during the year. This had to be adapted after the pandemic struck, and groups like the knitting group have continued online. A tablet was purchased for lending to people who did not have access to technology to enable them to take part in online meetings, however interest was poor. We researched the feasibility of other online meetings such as Coffee and Chat however again, the interest was poor.

With options limited due to the pandemic, we were unable to organise face to face meetings or group outings for our Seniors but continued to provide support such as delivery of food from the Community Larder.

#### Prescription Delivery Service

Prescription pick-ups were also carried out for all residents during the year and continue to be offered through our Community Support Plan, set up in March 2020 at the start of the pandemic.

### **Theme 3: Our Environment**

#### Short Term

- Establish Neighbourhood Improvement Groups of local landowners and homeowners to identify priority projects to take forward, explore liability and responsibility issues and prepare work and cost schedules
- Seek funding and investment for improvements where required. Share plans regularly with local residents and invite feedback

- Mobilise neighbours and local volunteers to undertake works where appropriate or contract to local trades people
- Work with local Councils to improve refuse collection and for reuse/recycle groups to collect unwanted items. Work with Councils to tackle fly tipping
- Showcase improvements in the local press
- Organise annual litter picks by local volunteers with support from Councils to provide necessary equipment and other resources
- As part of the area improvement plans, consider soft and hard landscaping around settlements to improve the look and feel, including the planting of new hedgerows and screening

#### Medium Term to Long Term

- Continue to audit existing routes and identify gaps through the Paths and Trails Working Group
- Establish volunteer work groups to restore existing paths
- Link up with the Local Authority Access Forums to develop a wider core path plan to link places within our community as well as places beyond
- Explore the potential to combine paths development with other positive outcomes, e.g. heritage, intergenerational connectivity, formal and informal learning and create new paths and recreation trails
- Promote the path network through signage, events and other local information channels

#### Achievements during year end 30 November 2020:

##### Pathways

Throughout the pandemic our local paths have been very important to our community and they have used locally by both regulars and visitors from further afield. The new path between Woolfords and Cobbinshaw has continued to be very well received and there has been work completed at the Woolfords end to ensure continued use throughout the year.

A contract was initiated for a grass cutting contract on both Ampherlaw/Falla Woodland and Ross Wood at Kings Inn which was essential to ensure again that these paths can be used all year round.

Local volunteers have helped to maintain our paths regularly throughout the year, including making benches and clearing fallen trees and the trust also purchased several picnic benches, all of which ensures continued enjoyment of our countryside.

##### Litter Picks

Several litter pick initiatives - 'Tidy Up Your Patch' were organised throughout the year and many residents regularly tidy up their own area. It has been kindly agreed with Levenseat that they will accept our rubbish and fly tipping material this year.

#### **Theme 4: Our Facilities**

##### Short Term

- Support the Village and Church Halls to develop plans for increased community use (e.g. improved heating, better sports facilities, pop-up shop/market/car boot sale, after-school facility, heritage exhibitions)

#### Medium to Long Term

- Commission a feasibility study into setting up a community depot and light industrial space to provide a fuel purchase scheme, grit and fuel store, equipment hire and workshop space
- Explore the potential to develop a permanent community café in existing facilities or new facilities as demand and space allow

#### **Achievements during year end 30 November 2020:**

##### Local Facility Support

The community action plan clearly shows the community desire to support local facilities and both to develop and improve existing assets while exploring the need for new facilities in the area.

Auchengray Church Centre are undergoing a major refurbishment and the trust has supported this project through the awarding of grants, unfortunately due to the pandemic completion of the works have been delayed.

We provide administrative support to Tarbrax Village Hall and continue to rent the office space despite our staff working from home since March 2020 in line with the COVID-19 guidelines. We also supported the hall with an award of a grant to construct a new meeting room. The works have now been completed but unfortunately once again due to the pandemic, no meetings have been able to take place as the hall has remained closed.

We have supported Woolfords Hall this year with a financial contribution towards using the hall for our Community Larder, as well as providing a storage shed for their use.

##### Community Cafe

The Community Cafe is an important resource to assist with reducing social isolation in our rural area. Our first Cafe of the year on Friday 31<sup>st</sup> January was very successful and after continued feedback, it was decided to trial a Cafe on a Saturday and this took place on Saturday 29<sup>th</sup> February and was well received. After that, a further 2 Saturdays in March and April were booked, as well as continued opening on a Friday. Unfortunately, due to the outbreak of the pandemic all the future planned dates were cancelled.

#### **Theme 5: Our Community Activities**

##### Short Term

- Develop a Sports Working Group to review local provision
- Design a programme of sporting activity which can be delivered in existing facilities. Ensure this appeals to different groups including “active seniors”
- Take a phased approach to develop further facilities, indoor and out, based on local demand

##### Medium Term

- Consult and develop plans with parents to develop a term-time after-school service and a weekly under 12s-club which delivers a range of indoor and outdoor activities
- Refine the school holiday programme to better meet the needs of parents
- Further develop the youth forum to engage more young people and develop a programme of learning and social development
- Continue to build a database of local skills and volunteer opportunities
- Continue to promote the local Timebanking programme



### Long Term

- Create a forum for local community groups to come together around this Community Action Plan, review unmet needs of local people and explore how these could be tackled
- Identify further ambition and plans for the future
- Review funding and resourcing opportunities
- Explore how groups could share information and other resources

### Achievements during year end 30 November 2020:

#### Youth Project

Our Parents and Toddlers group continued to run on both a Tuesday and Thursday morning until the pandemic meant this group had to be cancelled.

We initiated various projects for our young people (through our Community Support Plan below) including running competitions such as photography, WAT Ya Gonna Chalk, sunflower growing and a Halloween pumpkin carving competition. Ideas to keep children busy and active were posted online regularly and the distribution of Kids Packs, which included craft kits, locally sourced recipes and toys, was also introduced and proved very popular amongst our local families.

When the lockdown was eased during October and December, trips to Wiston Lodge, Langloch Farm and Almond Valley Centre were organised for our children and these were very well received. A local volunteer organised Toddler Walks in accordance with safety guidelines, and again these proved popular.

#### Community Support Plan

Our Community Support Plan project has dominated our work during this challenging year. When COVID-19 struck in March 2020, the team quickly reacted by setting up our Community Support Plan to support our residents during these unprecedented times. A helpline was set up for people in self isolation to call if they needed help with things such as prescription pick-ups, shopping, a friendly phone call or anything else they needed support with.

A request for help was sent out to our local residents asking them to register as a volunteer and help with the initiative. Over 50 people came forward offering their help, giving us a wonderful platform and a wealth of experience to draw from when needed. Many calls have been received and the support line remains open to all who need it.

#### Community Larder and Benches

A Community Larder was set up at Woolfords Hall providing local residents with food and household essentials free of charge, our motto is "Take what you wish, donate if you can". Donation benches were also set up in Auchengray and Tarbrax and volunteers assist in keeping these stocked up for residents to help themselves, save on non-essential trips to the shops, help to cut down on food waste as well as supporting those residents in most need.

Initially the larder and benches were to be set up for a few weeks, however their popularity has continued to grow and they continue to provide a much needed facility for many residents for different reasons.

Most items available are donated by South Lanarkshire Council, local supermarkets through Fareshare eg. Tesco, Aldi and Lidl, for which we are most grateful. We have a local resident volunteer who kindly works flexibly with the goods we receive and provides homemade baking to the larder on a weekly basis. All financial donations received go towards the regular purchase of fresh produce such as milk and eggs.

### Outdoor Activities

In recognition of the benefits of outdoor activities and Covid-19 restrictions, several inclusive outdoor activities were established and developed throughout the year. These included: - Bootcamp exercise sessions, a running club, outdoor yoga, 3 walking groups: healthy and gentle, adventurous and mother/toddler/buggy walks. The outdoor groups proved popular whenever restrictions allowed. As mentioned previously, outdoor activity trips were also arranged for our young people and proved popular.

### Local Advice and Support Services

In October 2020 we worked in partnership with Lanarkshire Association of Mental Health (LAMH) and NHS Lanarkshire to extend an advice and support service to our area. The service was established to support people experiencing mental health difficulties as well as providing a signposting and referral route to a broad range of services.

This includes support and advice via GP practices, and services supporting people with related issues including:- employability, debt and money management, relationship breakdown, sleep, bereavement, substance use, loneliness and isolation. We have had some positive feedback that this service has been well received.

### Community Garden

To encourage local people to grow food, an 'Incredible Edibles' community growing initiative was established in July 2020. Despite our late start, a wide range of vegetables and herbs were grown from both seed and donated seedlings to harvest. This proved popular and inclusive with over 30 volunteers from a wide range of age groups being enthused and engaged. We are excited to see where this project takes us when the next growing season starts.

### Other Community Activities

- A competition was run to transform Woolfords Phone Box and this now provides a wonderful tribute to our area.
- Food & Fuel Support fund is available for residents to apply for when in need.
- To end the year and help put a smile on the faces of many, a number of Christmas activities were organised including Santa's Sleigh, a Christmas Treat Van, Santa's Grotto and light up your area at Christmas, all of which were very well received by our residents.
- Over 60 Christmas Hampers were made by our children at Auchengray Primary School and kindly distributed by our volunteers.
- We established and promoted an enterprise list 'keeping it local' and encouraged local businesses to share information about their services.
- We further developed our current social media platforms to encourage residents to swap and/or give away unwanted goods locally.

All activities throughout the year were carefully risk assessed and checked by our team, to ensure that all government guidelines were adhered to during the pandemic.

### Volunteering

It has been amazing to see so many residents step forward to support our community throughout the pandemic. Knowing that support is available and that we are not alone has helped reduce loneliness and isolation alongside providing practical and necessary support. We could not have achieved what we have this year without the support of our wonderful volunteers who contributed so much to our community throughout very difficult times. Their support and help has been invaluable and the biggest thank you must go to them for their amazing and continued support- we are proud to be part of this community.

### Community Matters

Due to the pandemic, we have been unable to hold our regular face to face events or Open Days. In recognition of the need to ensure all residents were informed and included, we developed a new, revamped local newsletter called Community Matters. The newsletter is distributed electronically online and through the door of every resident in our area. The first newsletter, which was distributed in October 2020, contained a wealth of information for residents on all the projects the trust has been running. The first newsletter was very well received, and a Christmas edition was also distributed.

## **Theme 6: Our Enterprise and Housing**

### Short Term

- Convene a meeting of local business owners to explore business improvement options, including how businesses could be working with each other
- Create a bank of resources to support local businesses to grow

### Medium Term

- Explore the feasibility and options for creating affordable storage and workspace for local businesses and residents
- Review the development potential of existing derelict buildings and options for new small-scale developments. Keep up to date with Community Right to Buy legislation changes
- Consider the need for alternative housing options for older residents, purchase schemes for first-time buyers and creating an affordable rental market. Explore successful models elsewhere

### Long Term

- Explore opportunities for local groups and organisations to become more self-sustaining through Community-based enterprise
- Tap into regional and government programmes/networks and changes in legislation in relation to community empowerment and asset ownership to support enterprising third sector organisations to grow.

## **Achievements during year end 30 November 2020:**

### Housing

The Trust purchased a residential property in Tarbrax in November 2017 with the aim of refurbishing the property to a high standard for affordable rental. The renovation works were finally completed after various unforeseen delays and the property was marketed locally as an affordable home.

A number of applications for the property were received and all applications were scored as per the allocation policy and a tenant selected. It was rented in September to a local couple who have settled in well and the property is managed inhouse by the staff team.

We have reviewed the number of vacant and derelict properties throughout our community during the year as well as identifying vacant land for redevelopment and further opportunities for more affordable housing and housing for the elderly within our community.

**Grants Awarded/Received to WAT IF from External Funders Year End 30 November 2020**

DTAS Supporting Communities Fund (Covid 19)	Community Support Plan (incl. Larder provisions, staff/volunteer costs, broadband improvement, food & fuel support fund, health and wellbeing activities)	£31, 667.00
Scotmid Community Grant	Materials for Kids Packs	£500.00
Community Benefit Fund	Shelving for larder and food purchases	£2,000.00
Renewable Energy Fund	Awarded towards costs for Tarbrax Bowling Club Howf	£10,000.00
Impact Funding Partners	Timebank & Volunteering costs	£10,000.00
WAT Group	Woolfords-Cobbinshaw path upgrade	£5,000.00
SPEnergy Network	Total £45, 635 awarded towards electric vehicle and electric charging point, no monies received in 2020	0.00
<b>Total Received:</b>		<b>£59,167.00</b>

**WAT IF Grant Schemes Awarded Year End 30 November 2020**2020 Community Grants

Tarbrax Common & Village Hall Trust	Converting 2 storage rooms into a new meeting room at the village hall	£12,000.00
Auchengray Primary Parent Council	Purchase 2 new iPads for the school.	£671.75
Cobbinshaw Angling Association	Purchase of a new wheelie boat with for use by disabled anglers.	£2,000.00
Auchengray Primary Parent Council	Purchase materials for Kids Activity Packs during summer holidays.	£300.00
Jane Wilson on behalf of Woolfords community	George Thomson funeral costs.	£2,200.00
<b>Total Awarded:</b>		<b>£17,171.75</b>

2020 Driving Lessons

Awards of up to £250. Number of recipients: 1	£250.00
Awards of up to £272. Number of recipients: 1	£272.00
Awards of up to £300. Number of recipients: 2	£600.00
<b>Total Awarded:</b>	<b>£1,122.00</b>

2020 WAT Next Education Grant

Awards of £250. Number of recipients: 0	<b>£0.00</b>
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2020 WAT Next Bursary

Awards up to £1,000. Number of recipients: 10	<b>£10,000.00</b>
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**Future Priorities for 2020/2021**

Our Community Action Plan 2018-2023 (the CAP) was the result of an extensive community engagement programme carried out in 2018. Nearly one third of our residents responded via our community survey and many more gave us feedback through other engagement routes such as open days and stakeholder meetings. From our experiences and community engagement since the start of the pandemic, we feel that the needs of our community require to be reviewed and we plan to carry out this review in early 2021.

The main themes and projects within our Community Action Plan that we will continue to focus on this year will include the following:

Theme 1 – Getting Around

To review the Taxibus service to ensure it meets the needs of the community and integrates with the new community electric 7-seater vehicle to be purchased in 2021. We will develop our Community Transport project to ensure we continue to support our residents with their challenges of getting around.

Theme 2: Our Services

To continue to develop our local services to include broadband, support for our older residents and further develop our health and wellbeing project to ensure continuing support for our community.

Theme 3: Our Environment

Our Paths project has become even more important throughout the pandemic and we will continue to improve, maintain and develop our local paths network in partnership with local landowners and funders.

Theme 4: Our Facilities

To continue to support and work in partnership where opportunities arise, with Tarbrax and Woolfords Village Halls as well as Auchengray Church Centre, to ensure ongoing provision of facilities to the community.

Theme 5: Our Community Activities

There are a number of Community Activities that we will continue to support and develop throughout the year including the following: youth work, community growing initiatives, outdoor activities, local groups, our community support plan and seasonal activities for our whole community. The ladders and benches will continue to be researched and developed to ascertain long term need and sustainability. All activities will continue to be Covid risk assessed and follow government guidelines at the time.

**Theme 6: Our Enterprise and Housing**

To explore the development of further affordable housing including considering options for older peoples housing. To continue to research solutions to alleviate the problem of vacant and derelict housing within our community. To develop closer collaboration with local businesses to support them as required and promote their services.

**Structure, Governance and Management****Governance**

The charity is a Scottish Charitable Incorporated Organisation (SCIO). It was registered in its current legal form on 28 November 2012. All members either live or work within the local area. The Trust is governed by its Constitution, which was ratified on 24<sup>th</sup> February 2012.

The Board of Trustees manages the Trust operationally and meet quarterly as a minimum. The management team assist the Board in the running of the Trust and meet on a regular basis.

**Appointment of Trustees**

- The minimum number of Trustees is 3, the maximum number is 11, excluding Co-opted Trustees.
- Co-opted Trustees may be non-members and may not outnumber Trustees. Co-opted Trustees are invited onto the Board for their specific skills and experience but may not vote.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (UK GAAP).

Law applicable to charities in Scotland requires the Trustees to prepare Financial Statements for each financial year which give a true and fair view of the charity and of the incoming resources and application of resources of the charity for the 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 2015 (FRS 102)
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the Financial Statements
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees Report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities (January 2015) applicable to charities preparing their accounts in accordance with FRS 102 and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Board of Trustees on the ..... and  
signed on their behalf by

**Name:**

**Title:**