

REGISTERED COMPANY NUMBER: SC361942 (Scotland)  
REGISTERED CHARITY NUMBER: SC024589

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31st March 2018**  
**for**  
**Crichton Foundation**

Farries, Kirk and McVean  
Chartered Accountants  
Statutory Auditors  
Dumfries Enterprise Park  
Heathhall  
Dumfries  
DUMFRIESSHIRE  
DG1 3SJ

**Crichton Foundation**

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for the Year Ended 31st March 2018**

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## **Crichton Foundation**

### **Report of the Trustees** **for the Year Ended 31st March 2018**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2018. The trustees have adopted the provisions of 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) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The Crichton Foundation, was Incorporated on 30 June 2009 as a Company limited by guarantee and not having a share capital (Company Number SC361942). The new Company was recognised by OSCR as a Scottish Charity under Scottish Charity Number SC024589.

Its objectives and charitable purposes are set out in full in its Memorandum and Articles of Association and can be summarised as follows:-

1. To widen access to higher and further education in southern Scotland and beyond.
2. To assist the academic institutions on the Crichton University Campus to develop their academic programmes and facilities.
3. To preserve and regenerate the heritage of the Crichton estate as a public asset, to be enjoyed by the local community.
4. To raise awareness of the importance of the Crichton University Campus for the prosperity of the local community.

In addition the Foundation acts as a bridge between the Campus and the local community and runs a series of awareness raising events to keep the public abreast of developments on the Campus.

The Foundation holds funds endowed to it by Dumfries and Galloway Council and transferred from the former Trust. These take the form of investments currently managed by Brewin Dolphin Limited who are members of the London Stock Exchange and regulated by The Financial Conduct Authority. The income from the investment funds is used to finance the operational costs of the Foundation. This allows the income from the Foundation's fundraising activities to be used to support the awards distributed to students and campus partners.

##### **Awards**

All award applications being considered for funding must clearly demonstrate they fit one or more of the objectives and charitable purposes of the Foundation which are detailed above.

Award applications fall within three main headings:

- Financial support for students
- Capital funding contributions towards Campus projects
- Revenue support for specific projects

All applications are assessed by the Awards Committee or student support services.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **REVIEW OF ACTIVITIES**

##### **1. Fundraising**

A total of £26,816 was raised from 1 April 2017 - 31 March 2018.

The Women of Dumfries and Galloway Lunch was held on 9th March 2018 with 344 in attendance and the event raised a surplus of £12,515.

Bonhams once again provided very generous support as the main sponsor. Please refer to the Annual Report for further information.

##### **2. Awards**

The Awards Committee met four times during the year on dates which reflect the academic calendar. The funds available for distribution are determined by the Executive Committee and any recommendations of awards over £10,000 must be referred to the Executive Committee for approval and ratified by the Board.

###### **General Education Grants**

The Foundation received 29 applications and issued 22 Awards totalling £7,050.

###### **Carson Reaching Potential Award**

The Foundation issued 13 Awards totalling £4,100. These awards are given to undergraduate students who provide evidence to the Committee that the funds will enable them to progress with their studies and reach their full potential.

## Crichton Foundation

### Report of the Trustees for the Year Ended 31st March 2018

#### **ACHIEVEMENT AND PERFORMANCE**

##### Sir David Landale Prize

The inaugural Landale Prize of £500 was awarded to Elaine Walker studying BSc Adult Nursing at the University of the West of Scotland.

##### The Elizabeth Crichton Post Graduate Award

Wendy Thomson is the 2017 recipient of £1,000.

#### **Hardship Awards**

Candidates must provide evidence they have applied to the appropriate bodies for financial assistance and that any sources of income they have secured through grants or part time employment are insufficient to meet their needs.

##### Crichton Foundation Hardship Grant

These grants for undergraduates and postgraduates are assessed by Student Services and monitored by the Awards & Grants Committee. 19 hardship grants were awarded during the year to a total value of £6,600. A further £7,000 has been designated for the 2018/19 Academic Year

#### **Awards to Partners**

##### **Dumfries & Galloway College**

Discretionary Fund a total of £10,000 was disbursed to 74 students.

This fund is administered by Dumfries & Galloway College Learner Services and monitored by the Awards Committee.

A further £12,000 has been awarded for the 2018/19 Academic Year.

The Crichton Foundation Prize & Shield 2 prizes totalling £1,000.

##### **The Crichton Trust**

Let's Get Sporty £100

Building the case for a Care Campus £15,000

Celebrating Crichton Heritage £500

##### **Crichton University Campus Students Association**

The Foundation contributed £787.84 towards football strips.

##### **Crichton University Campus Boat Club**

Received £900 towards student coaching courses

#### **3. Awareness Raising Activities**

Between 01 April 2017 and 31 March 2018 the Foundation ran a successful series of six Crichton Conversations delivered by high profile speakers on a range of contemporary topics. Please refer to the Annual Report for further information.

The Elizabeth Crichton Founder's Day Lunch and Henry Duncan Memorial Lecture was delivered by Dr Paul Pester on 17th May 2017. Please refer to the Annual Report for further information.

#### **4. Breakdown of Income Received**

Actual Income to 31 March 2018

Income raised from Fundraising events and Profile Raising events £33,065

Income raised from Friends Scheme, including Gift Aid £8,895

Income received for Awards and Bursaries

General Education Fund £3,515 (total donations and gift aid received)

## Crichton Foundation

### Report of the Trustees for the Year Ended 31st March 2018

#### **ACHIEVEMENT AND PERFORMANCE**

##### **5. Volunteer Recognition**

The Foundation is grateful for the support of its Members, Patrons and supporters. It also wishes to recognise the sterling efforts of the many volunteers who serve on its committees and support the fund-raising events.

##### **6. Friends Scheme**

Individual Friends, Joint Friends & Associate Friends pay an annual subscription and can elect to register for Gift Aid which increases the amount received by the Foundation. During the year to 31 March 2018 subscriptions generated a total of £ 8,895 in donations, 100% of which is allocated to the Foundation's charitable aims.

##### **7. Management Costs**

The Foundation's activities are divided between fund-raising, awareness-raising and the incidental costs of making awards. The total spent on administration, not including direct costs of fund-raising and profile raising to 31st March 2018 was £59,826. This does not include depreciation charges.

#### **FINANCIAL REVIEW**

##### **a. Financial Activities**

The results for the year to 31 March 2018 are set out in the statement of financial activities on page 9. The deficit amounted to £128,463. The deficit for the year was £2,188 before taking into account realised losses of £24,770 and unrealised losses of £101,505 on investment assets.

At the end of the reporting period, the Foundation has Total Funds of £2,188,475 (2017 - £2,316,938). Included within this total are Restricted Funds of £37,510 (2017 - £42,203). Amounts falling due within one year were £36,603, of which £8,842 were Trade Creditors (2017 - £84,173 and £566 respectively).

All monies raised through the Foundation's activities are applied in furtherance of its aims. The Trustees accept, however, that where large projects are identified a percentage management fee will be built into bids seeking funding. There have been no such projects during this financial year.

##### **b. Risk Management Review**

The Foundation has in place procedures to assess major risks to which it is exposed and is satisfied that by continuous monitoring of all aspects of its activities and by assessing opinion and recommendations from advisers any such risks will be promptly identified and addressed.

##### **c. Reserves Policy**

At the end of the reporting period, the Foundation held reserves of £2,188,475 (2017- £2,316,938). The Foundation's reserves mostly comprise of the funds invested in securities and cash held on their behalf by Brewin Dolphin Limited with a view towards generating the income required to cover expenditure each year. Their advice is given at regular meetings of the Executive Committee with regard to the economic climate for investment and maintenance of a balanced portfolio of securities and cash to achieve a realistic return of revenue and capital growth. The Executive Committee agrees the risk profile and investment strategy that is applied to the portfolio throughout the year.

##### **d. Related Parties**

The Foundation has a close relationship with the Crichton Stakeholders and attends meetings of the Crichton Campus Leadership Group. It continues to participate in discussions on key issues that affect the Campus and the Crichton Quarter in general. Nominated representatives of the academic institutions and the Crichton Trust sit as appointed Trustees on the Foundation's Board.

Stakeholders include: Dumfries and Galloway Council, the University of Glasgow, the University of the West of Scotland, Dumfries and Galloway College, Scotland's Rural College, the Scottish Funding Council, the Crichton Trust, the Open University in Scotland, Scottish Enterprise, the Scottish Parliament and NHS Dumfries and Galloway.

During the year a number of grants were made to stakeholder organisations. These transactions were agreed by the Awards Committee and ratified by the Board where appropriate. The related parties were Trustees that represented the relevant stakeholder organisations. The titles of these projects, amount of grant and name of appointed Trustees have been declared and confirmation given that these transactions took place at arm's length.

**Crichton Foundation**

**Report of the Trustees**  
**for the Year Ended 31st March 2018**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, the memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Trustees**

The Trustees for the purpose of charity law, who served during the year and up to date of this report, are set out on the Reference and Administrative Details. There are no restrictions imposed by the governing document other than those normally imposed within the framework of charity and company law.

The Trustees receive no remuneration for their services but they may claim incidental expenses. No such expenses were claimed during the financial year.

**Recruitment and appointment of new trustees**

The Memorandum and Articles of Association of the company state the number of Trustees shall not be less than three or more than nineteen, unless determined in advance by Special Resolution at a General Meeting. They allow for the election of up to nine Trustees by the Members, a majority of whom should either live or work in Dumfries & Galloway. In addition up to one individual Trustee may be nominated by each of the six specified organisations noted below. There is also provision for up to four co-opted Trustees including a representative from the Crichton University Campus Student Association or Dumfries and Galloway College Student Association and up to three of the Board's choice.

The six organisations with the right to nominate a Trustee are the Crichton Trust, the Board of Management of Dumfries & Galloway College, Dumfries and Galloway Council, the University of Glasgow Court, the Court of the University of West of Scotland and finally Scotland's Rural College.

Trustees may serve three terms of office maximum before having to leave office for a period of at least one year unless acting as Convenor or Vice Convenor at the end of the third term of office, in which case a further four years may be allowed providing re-elected annually.

The Crichton Foundation operated with the following officers:

Andrew Walls FRCS, Convenor  
Evelyn Hastings, Vice Convenor  
Gordon McKerrow, Honorary Treasurer

**COMMITTEE MEMBERSHIP 2017-2018**

**Executive Committee**

Andrew Walls (Chairman), Evelyn Hastings, John Henderson (appointed October 2017) and Gordon McKerrow.

**Audit Committee**

Tom Aitken (Chairman) Gill Dykes (resigned February 2018), Charles Grieve and Les Sutton (appointed August 2017)  
In attendance: Gordon McKerrow and Andrew Walls.

**Awards Committee**

Evelyn Hastings (Chairman) Margaret Carruthers, Sue Irving, Arthur Jardine, Valerie McElroy, Netta Moffat and Fraser Sanderson.  
In attendance: Andrew Walls.

**Event Committees**

**Women of Dumfries and Galloway Lunch**

Vicky Jardine-Paterson (Chairman), Lesley Andrews (appointed May 2017), Jenny Colledge, Mary Gladstone, Lucy Houston (appointed April 2017), Elizabeth Ann Hughes, Barbara Kelly, Stevie Norris, Helen Steele, Jean Tulloch, and Kim Wilson.  
In attendance: Andrew Walls.

**St Andrew's Committee**

Evelyn Hastings (Chairman), Maureen Crowley, Fiona Kerr, Netta Moffat and Yvonne Stirling. In attendance: Andrew Walls.

**Crichton Foundation Lunch**

Andrew Walls (Chairman), Maureen Crowley, Fiona Kerr, Gordon Kerr and Netta Moffat

**Crichton Foundation**

**Report of the Trustees**  
**for the Year Ended 31st March 2018**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Organisational structure**

The structure of the Foundation comprises of Members who are entitled to vote at the AGM and Trustees who are also Directors. The Company is managed by a Board of Trustees/Directors. The Board met four times during the year to agree strategies and policies and to monitor activities and finance.

At the Company's AGM on 20 September 2017 Andrew Walls and Evelyn Hastings completed their second Terms of office.

Those present agreed unanimously to re-elect both Andrew and Evelyn. Charles Grieve, Trevor Knowles and Gerald Moule were nominated as Board members - proposed by Evelyn Hastings, seconded by Andrew Walls and unanimously elected by the members present.

An induction pack is provided to all newly appointed Trustees, including a copy of the Memorandum and Articles, the Annual Report, and a fact sheet on the Roles of a Charity Trustee.

The Board will keep the skill requirements of Trustees under review and when recruiting new Trustees consider the skills of applicants to ensure they complement or add value to the skills of current Trustees.

The day to day business of the Foundation is supervised by an Executive Committee chaired by Andrew Walls.

The Audit Committee provides an independent oversight of financial reporting and internal controls; it is also responsible for monitoring and reviewing the annual Financial Statements and the Risk Management Policy.

The Foundation operates additional committees for Awards and Events. These are chaired by a person nominated by the Board.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

SC361942 (Scotland)

**Registered Charity number**

SC024589

**Registered office**

Browne House  
Crichton University Campus  
Dumfries  
DG1 4ZZ

**Trustees**

E Hastings OBE  
A Walls FRCS  
A Anderson MA PhD OBE  
V A McElroy  
G McKerrow  
S Norris  
J Henderson  
D J Roberts  
C Grieve  
T Knowles  
G C Moule  
M E Burton - resigned 2.5.17  
J R Brennan - appointed 29.11.17  
M A Wearing - appointed 24.10.17

**Company Secretary**

K Barbour

**Auditors**

Farries, Kirk and McVean  
Chartered Accountants  
Statutory Auditors  
Dumfries Enterprise Park  
Heathhall  
Dumfries  
DUMFRIESSHIRE  
DG1 3SJ

**Crichton Foundation**

**Report of the Trustees**  
**for the Year Ended 31st March 2018**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Clydesdale Bank PLC  
84-86 High Street  
Dumfries  
DG1 2BJ

**Investment Managers**

Brewin Dolphin Ltd  
Sixth Floor  
Atria One  
144 Morrison Street  
Edinburgh  
EH3 8BR

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The Trustees (who are also the directors of Crichton Foundation for the purposes of company law) are responsible for preparing the Report of Trustees 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 period. In preparing those 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**AUDITORS**

The auditors, Farries, Kirk and McVean, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 12th September 2018 and signed on its behalf by:

A Walls FRCS - Trustee

**Report of the Independent Auditors to the Trustees and Members of  
Crichton Foundation**

**Opinion**

We have audited the financial statements of Crichton Foundation (the 'charitable company') for the year ended 31st March 2018 which comprise the Statement of Financial Activities, the Balance Sheet and 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 (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Ireland.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2018 and of its incoming resources and application of resources, including its income and expenditure, 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 Auditors 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 Report of the Trustees but does not include the financial statements and our auditors' report thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, 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.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees (incorporating the Directors Report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors Report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Directors' Report.

**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 purposes 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.

**Report of the Independent Auditors to the Trustees and Members of  
Crichton Foundation**

**Responsibilities of trustees**

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.

**Our 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 under the Companies Act 2006 and report in accordance with the regulations made under those Acts.

Our objectives are to obtain reasonable financial assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but it 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, individually or in aggregate, they could reasonably be expected to influence the economic decision 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 [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and 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 charitable company and the charitable company's members and trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Rodney Palmer, BA CA (Senior Statutory Auditor)  
for and on behalf of Farries, Kirk and McVean  
Chartered Accountants  
Statutory Auditors  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
Dumfries Enterprise Park  
Heathhall  
Dumfries  
DUMFRIESSHIRE  
DG1 3SJ

12th September 2018

**Crichton Foundation**

**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**for the Year Ended 31st March 2018**

	Notes	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	10,654	-	10,654	63,752
Other trading activities	3	33,065	-	33,065	52,486
Investment income	4	87,294	-	87,294	77,606
<b>Total</b>		<u>131,013</u>	<u>-</u>	<u>131,013</u>	<u>193,844</u>
<b>EXPENDITURE ON</b>					
Raising funds		54,099	-	54,099	55,485
<b>Charitable activities</b>	5				
Profile Raising		31,851	-	31,851	27,349
Awards		37,938	4,693	42,631	77,520
Governance Costs		4,620	-	4,620	4,500
<b>Total</b>		<u>128,508</u>	<u>4,693</u>	<u>133,201</u>	<u>164,854</u>
Net gains/(losses) on investments		<u>(126,275)</u>	<u>-</u>	<u>(126,275)</u>	<u>230,806</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>(123,770)</u>	<u>(4,693)</u>	<u>(128,463)</u>	<u>259,796</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		2,274,735	42,203	2,316,938	2,057,142
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>2,150,965</u></u>	<u><u>37,510</u></u>	<u><u>2,188,475</u></u>	<u><u>2,316,938</u></u>

The notes form part of these financial statements

**Crichton Foundation**

**Balance Sheet**  
**At 31st March 2018**

	Notes	Unrestricted funds £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	483	-	483	641
Investments	13	2,056,732	-	2,056,732	2,180,486
		<u>2,057,215</u>	<u>-</u>	<u>2,057,215</u>	<u>2,181,127</u>
<b>CURRENT ASSETS</b>					
Debtors	14	803	-	803	12,667
Cash at bank and in hand		134,550	37,510	172,060	207,317
		<u>135,353</u>	<u>37,510</u>	<u>172,863</u>	<u>219,984</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(36,603)	-	(36,603)	(84,173)
		<u>98,750</u>	<u>37,510</u>	<u>136,260</u>	<u>135,811</u>
<b>NET CURRENT ASSETS</b>					
		<u>2,155,965</u>	<u>37,510</u>	<u>2,193,475</u>	<u>2,316,938</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>2,150,965</u>	<u>37,510</u>	<u>2,188,475</u>	<u>2,316,938</u>
<b>CREDITORS</b>					
Amounts falling due after more than one year	16	(5,000)	-	(5,000)	-
		<u>2,150,965</u>	<u>37,510</u>	<u>2,188,475</u>	<u>2,316,938</u>
<b>NET ASSETS</b>					
		<u>2,150,965</u>	<u>37,510</u>	<u>2,188,475</u>	<u>2,316,938</u>
<b>FUNDS</b>	17				
Unrestricted funds				2,150,965	2,274,735
Restricted funds				37,510	42,203
				<u>2,188,475</u>	<u>2,316,938</u>
<b>TOTAL FUNDS</b>				<u>2,188,475</u>	<u>2,316,938</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved and authorised for issue by the Board of Trustees on 12th September 2018 and were signed on its behalf by:

A Walls FRCS-Trustee

## Crichton Foundation

### Notes to the Financial Statements for the Year Ended 31st March 2018

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

All resources expended are inclusive of irrecoverable VAT.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Tenants improvements	- Straight line over 14 years
Office equipment	- 25% on cost
Computer equipment	- 25% on cost

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds comprise a General fund and may also include Designated funds from time to time. General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes. Designated funds have been set aside for a particular purpose by the trustees although such funds may still be used at the discretion of the Trustees.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

##### **Leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

##### **Pension costs and other post-retirement benefits**

The company contributes to personal pension plans of its employees. The pension costs charged in the financial statements represent the contributions payable by the charity in the year.

**Crichton Foundation**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2018**

**1. ACCOUNTING POLICIES - continued**

**Financial instruments**

**Cash and bank**

Cash and bank comprises cash on hand and call deposits.

**Trade debtors**

Trade debtors are amounts due from customers in the ordinary course of activities.

Trade debtors are recognised initially at the transaction price and represent the full value of the services charged to customers, including any amounts charged on for third parties.

**Trade creditors**

Trade creditors are obligations to pay for services that have been acquired in the ordinary course of activity from suppliers.

Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date they are presented as non current liabilities.

**Awards and donations committed but unpaid**

Awards and donations committed but unpaid are those where the charitable company has agreed to make an award but not actually paid it out yet, either because conditions are to be satisfied to obtain the award or because the commitment was for a future period.

**2. DONATIONS AND LEGACIES**

	2018	2017
	£	£
Donations	1,234	46,324
Gift aid	2,280	9,058
Friends of Crichton Foundation	7,140	8,370
	<u>10,654</u>	<u>63,752</u>

**3. OTHER TRADING ACTIVITIES**

	2018	2017
	£	£
Fundraising events	26,816	41,009
Profile raising	6,249	11,477
	<u>33,065</u>	<u>52,486</u>

**4. INVESTMENT INCOME**

	2018	2017
	£	£
Portfolio income	87,176	77,278
Deposit account interest	118	328
	<u>87,294</u>	<u>77,606</u>

**Crichton Foundation**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2018**

**5. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Grant funding of activities (See note 6)	Support costs (See note 7)	Totals
	£	£	£	£
Profile Raising	4,427	-	27,424	31,851
Awards	-	42,538	93	42,631
Governance Costs	-	-	4,620	4,620
	<u>4,427</u>	<u>42,538</u>	<u>32,137</u>	<u>79,102</u>

**6. GRANTS PAYABLE**

	2018	2017
	£	£
Awards	<u>42,538</u>	<u>77,520</u>

The total grants paid to institutions during the year was as follows:

	2018	2017
	£	£
Dumfries & Galloway College - Discretionary Fund	12,000	20,000
Dumfries & Galloway College - Crichton Foundation Prize	1,000	1,000
Dumfries & Galloway Schools - Da Vinci Challenge	-	500
Crichton University Campus Student Association - Sports Equipment	788	-
CUC Boat Club	900	-
University of Glasgow Summer School	-	(1,450)
University of Glasgow - Hunterian Project	-	31,250
University of Glasgow - Valentina Bold	-	350
University of Glasgow - Crichton Care	-	2,000
Lets Get Sporty	100	100
University of Glasgow - Canterbury Conference	-	200
Dumfries & Galloway Council - business week	-	800
Crichton Trust - care campus	15,000	-
Crichton Trust - celebrating the Crichton heritage	500	-
	<u>30,288</u>	<u>54,750</u>

The total grants paid to individuals during the year was as follows:

	2018	2017
	£	£
Carson Bursaries	4,100	5,350
Post Graduate Excellence Award	1,000	-
Under Graduate Excellence Award	-	1,100
Crichton Foundation Hardship	(400)	12,520
General Education Award	7,050	3,800
David Landale Award	500	-
	<u>12,250</u>	<u>22,770</u>

Awards granted are those awards committed in the year and to be paid to individuals and institutions.

**Crichton Foundation**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2018**

**7. SUPPORT COSTS**

	Management £	Governance costs £	Totals £
Profile Raising	27,424	-	27,424
Awards	93	-	93
Governance Costs	-	4,620	4,620
	27,517	4,620	32,137
	27,517	4,620	32,137

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2018 £	2017 £
Auditors' remuneration	4,620	4,500
Depreciation - owned assets	158	258
Hire of plant and machinery	422	440
Deficit on disposal of fixed asset	-	2
	4,620	4,500
	4,620	4,500

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2018 nor for the year ended 31st March 2017 .

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2018 nor for the year ended 31st March 2017 .

**10. STAFF COSTS**

	2018 £	2017 £
Wages and salaries	39,330	33,912
Social security costs	176	-
Other pension costs	1,966	1,736
	41,472	35,648
	41,472	35,648

The average monthly number of employees during the year was as follows:

	2018	2017
Administration and support	2	2
	2	2
	2	2

No employees received emoluments in excess of £60,000.

In addition the average monthly number of unpaid Trustees acting during the year under review was 11 (2017 - 11).

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	12,502	51,250	63,752
Other trading activities	52,486	-	52,486
Investment income	77,606	-	77,606
	142,594	51,250	193,844
<b>Total</b>	142,594	51,250	193,844

**Crichton Foundation**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2018**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>EXPENDITURE ON</b>			
Raising funds	55,485	-	55,485
<b>Charitable activities</b>			
Profile Raising	27,349	-	27,349
Awards	40,920	36,600	77,520
Governance Costs	4,500	-	4,500
<b>Total</b>	<u>128,254</u>	<u>36,600</u>	<u>164,854</u>
<b>Net gains/(losses) on investments</b>	<u>230,806</u>	-	<u>230,806</u>
<b>NET INCOME/(EXPENDITURE)</b>	245,146	14,650	259,796
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	2,029,589	27,553	2,057,142
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>2,274,735</u></u>	<u><u>42,203</u></u>	<u><u>2,316,938</u></u>

**12. TANGIBLE FIXED ASSETS**

	Tenants improvements £	Office equipment £	Computer equipment £	Totals £
<b>COST</b>				
At 1st April 2017 and 31st March 2018	<u>18,334</u>	<u>6,119</u>	<u>2,071</u>	<u>26,524</u>
<b>DEPRECIATION</b>				
At 1st April 2017	18,334	6,110	1,439	25,883
Charge for year	-	-	158	158
At 31st March 2018	<u>18,334</u>	<u>6,110</u>	<u>1,597</u>	<u>26,041</u>
<b>NET BOOK VALUE</b>				
At 31st March 2018	<u><u>-</u></u>	<u><u>9</u></u>	<u><u>474</u></u>	<u><u>483</u></u>
At 31st March 2017	<u><u>-</u></u>	<u><u>9</u></u>	<u><u>632</u></u>	<u><u>641</u></u>

Crichton Foundation

Notes to the Financial Statements - continued  
for the Year Ended 31st March 2018

**13. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1st April 2017	2,180,486
Additions	184,119
Disposals	(206,368)
Unrealised losses	(101,505)
	<hr/>
At 31st March 2018	2,056,732
	<hr/>
<b>NET BOOK VALUE</b>	
At 31st March 2018	2,056,732
	<hr/> <hr/>
At 31st March 2017	2,180,486
	<hr/> <hr/>

There were no investment assets managed outside the UK.

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018 £	2017 £
Trade debtors	37	-
Prepayments and accrued income	766	12,667
	<hr/>	<hr/>
	803	12,667
	<hr/> <hr/>	<hr/> <hr/>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2018 £	2017 £
Trade creditors	8,842	566
Social security and other taxes	686	536
Accruals and deferred income	9,575	9,821
Awards and donations committed but unpaid	17,500	73,250
	<hr/>	<hr/>
	36,603	84,173
	<hr/> <hr/>	<hr/> <hr/>

**16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2018 £	2017 £
Awards and donations committed	5,000	-
	<hr/> <hr/>	<hr/> <hr/>

**Crichton Foundation**

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2018**

**17. MOVEMENT IN FUNDS**

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.18 £
<b>Unrestricted funds</b>				
General fund	2,255,588	(131,310)	540	2,124,818
Friends of Crichton Foundation	19,147	7,140	(7,140)	19,147
Hardship Fund	-	400	6,600	7,000
	<u>2,274,735</u>	<u>(123,770)</u>	<u>-</u>	<u>2,150,965</u>
<b>Restricted funds</b>				
Lloyds Henry Duncan Fund	2,161	-	-	2,161
Carson Reserve Fund	20,042	(4,100)	-	15,942
Sir David Landale Prize Fund	20,000	(593)	-	19,407
	<u>42,203</u>	<u>(4,693)</u>	<u>-</u>	<u>37,510</u>
<b>TOTAL FUNDS</b>	<u><u>2,316,938</u></u>	<u><u>(128,463)</u></u>	<u><u>-</u></u>	<u><u>2,188,475</u></u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	123,873	(128,908)	(126,275)	(131,310)
Friends of Crichton Foundation	7,140	-	-	7,140
Hardship Fund	-	400	-	400
	<u>131,013</u>	<u>(128,508)</u>	<u>(126,275)</u>	<u>(123,770)</u>
<b>Restricted funds</b>				
Sir David Landale Prize Fund	-	(593)	-	(593)
Carson Reserve Fund	-	(4,100)	-	(4,100)
	<u>-</u>	<u>(4,693)</u>	<u>-</u>	<u>(4,693)</u>
<b>TOTAL FUNDS</b>	<u><u>131,013</u></u>	<u><u>(133,201)</u></u>	<u><u>(126,275)</u></u>	<u><u>(128,463)</u></u>

**Crichton Foundation**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2018**

**17. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
<b>Unrestricted Funds</b>				
General fund	2,006,272	250,970	(1,654)	2,255,588
Friends of Crichton Foundation	19,147	6,696	(6,696)	19,147
Hardship Fund	4,170	(12,520)	8,350	-
	<u>2,029,589</u>	<u>245,146</u>	<u>-</u>	<u>2,274,735</u>
<b>Restricted Funds</b>				
Lloyds Henry Duncan Fund	2,161	-	-	2,161
Carson Reserve Fund	25,392	(5,350)	-	20,042
Sir David Landale Prize Fund	-	20,000	-	20,000
	<u>27,553</u>	<u>14,650</u>	<u>-</u>	<u>42,203</u>
<b>TOTAL FUNDS</b>	<u><u>2,057,142</u></u>	<u><u>259,796</u></u>	<u><u>-</u></u>	<u><u>2,316,938</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	135,898	(115,734)	230,806	250,970
Friends of Crichton Foundation	6,696	-	-	6,696
Hardship Fund	-	(12,520)	-	(12,520)
	<u>142,594</u>	<u>(128,254)</u>	<u>230,806</u>	<u>245,146</u>
<b>Restricted funds</b>				
Hunterian Project Fund	31,250	(31,250)	-	-
Sir David Landale Prize Fund	20,000	-	-	20,000
Carson Reserve Fund	-	(5,350)	-	(5,350)
	<u>51,250</u>	<u>(36,600)</u>	<u>-</u>	<u>14,650</u>
<b>TOTAL FUNDS</b>	<u><u>193,844</u></u>	<u><u>(164,854)</u></u>	<u><u>230,806</u></u>	<u><u>259,796</u></u>

## Crichton Foundation

### Notes to the Financial Statements - continued for the Year Ended 31st March 2018

#### **17. MOVEMENT IN FUNDS - continued**

##### **Transfers between funds**

During the year there was a transfer of £7,140 from the Friends of Crichton Fund to the General Fund which represents the surplus for the year from Friends memberships. Also £7,000 was transferred from the General Fund to the designated Hardship Fund. This was reduced by £400 which was unspent from the previous year.

The Friends of Crichton Foundation is an opportunity for individuals to become members of the Foundation and pay an annual subscription. Such income is accounted for within the Designated Fund and the surplus in each year is usually transferred to the General Fund for use as grant awards.

The designated Hardship Fund represents funds set aside by the Trustees for use in making Hardship Grants to qualifying students who are able to demonstrate a need.

The Carson Reserve Fund represents specific funding donated to the Foundation for the restricted purpose of providing bursaries of up to £500 per student to students who have completed one year at Dumfries & Galloway College and are then enrolled on an undergraduate course at Crichton University Campus.

The Lloyds Henry Duncan Fund represents a donation made by Lloyds toward covering the cost of an event in 2012. The event in question actually ran at a profit but Lloyds did not require a refund of the donation, merely asking that it be retained and used against future loss making events. The fund therefore remains as restricted for use against such an event in the future.

The Sir David Landale Prize Fund is to be used initially, but with flexibility for the future, to provide an annual award of £500, plus associated costs, to a single outstanding University student on the Crichton Campus.

#### **18. RELATED PARTY DISCLOSURES**

During the year under review £13,416 (2017 - £28,523) was paid for event hire at the Easterbrook Hall. The Easterbrook Hall is run by the Crichton Trust. Furthermore, £689 (2017 - £839) was paid to the Crichton Trust for telephone rental and charges. The Crichton Trust is a related party as Janet Brennan was a Trustee representing the Crichton Trust during the year under review. Also, £15,600 (2017 - £100) was awarded to the Crichton Trust in awards.

In the previous year £33,800 was awarded to University of Glasgow in awards. Trustee Anne Anderson is Vice Principal and Head of the College of Social Sciences and Gender Champion of University of Glasgow.

During the year under review £13,000 (2017 - £21,000) was awarded to Dumfries & Galloway College in awards. Trustee John Henderson is a Board member of Dumfries & Galloway College.

During the year under review £1,688 (2017 - NIL) was awarded to the Crichton University Campus Students Association in awards. Trustee Malcolm Wearing is a board member of the Students Association.

#### **19. PENSION COMMITMENTS**

The charity pays contributions in to the personal pension plans of its employees. The pension cost charge represents contributions due by the charity to the fund and amount to £1,966 (2017 - £1,736). There was £177 (2017 - £144) outstanding at the year end.

Crichton Foundation

Notes to the Financial Statements - continued  
for the Year Ended 31st March 2018

**20. FINANCIAL INSTRUMENTS**

The carrying amounts of the company's financial instruments are as follows:

	2018	2017
Financial assets		
Debt instruments measured at amortised cost:		
Trade debtors	37	-
Total	<u>£37</u>	<u>-</u>
Financial liabilities		
Measured at amortised cost:		
Trade creditors	8,842	566
Accruals and deferred income	9,575	9,821
Other creditors	29,500	73,250
Total	<u>£47,917</u>	<u>£83,637</u>