



# **Glasgow South Group of Advanced Motorists and Motorcyclists**

Scottish Charity Number SC023513  
An IAM RoadSmart Provider

## **Annual Report & Financial Statements 2016 / 2017**

**[www.iam-gs.org.uk](http://www.iam-gs.org.uk)**

## Trustees' Annual Report

### For the Year Ended 31<sup>st</sup> July 2017

The trustees have pleasure in presenting their report, together with the accounts and independent examiner's report, for the year ended 31<sup>st</sup> July 2017.

## Reference and Administrative Information

### Charity Name

Glasgow South Group of Advanced Motorists and Motorcyclists

### Charity Number

SC023513

### Address

c/o Gordon Stewart, 43 250 Camphill Avenue, Langside, Glasgow, G41 3AS

### Current Trustees

All members of the group committee serve as charity trustees. The following served during the year:

<b>Steve Bearne</b>	Chairman	<b>Ross Leggat</b>
<b>Gordon Stewart</b>	Secretary / Treasurer	<b>Bill MacGregor</b>
<b>Robin Cairns</b>		<b>Angus McCallum</b>
<b>Stephen Cowie</b>		<b>Linda Webster</b>
<b>Alistair Dinwoodie</b>		

## Structure, Governance and Management

### Constitution

The group is an unincorporated association. Its governing document is its constitution, which follows the national IAM format. The group became a registered charity in 1995, and is affiliated to The Institute of Advanced Motorists Limited, charity number 249002 (England and Wales), SC041201 (Scotland).

### Appointment of Trustees

The group is administered by the committee, which normally meets on a monthly basis. Membership of the committee is open to all group members who have full membership of both the group and the IAM nationally; committee members are elected at the Annual General Meeting in accordance with the constitution.

## **Statement of Trustees' Responsibilities**

The trustees must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the group during the financial year. They are responsible for keeping proper accounting records which must reflect the financial position of the group at any time, in accordance with relevant legislation.

The trustees are also responsible for safeguarding the assets of the group, and must take reasonable steps to prevent and / or detect fraud and other irregularities.

## **Objectives and Activities**

### **Charitable Purpose**

To promote the improvement of the standard of driving and the advancement of road safety, and to train candidates for the IAM advanced driving and riding tests.

### **Activities**

The group maintains a team of volunteer observers who deliver practical training to prepare candidates for the IAM's advanced driving and riding tests. The group also runs classroom-based theory sessions in support of the on-road training.

The group delivers a varied programme of talks and events on the subject of advanced driving, and road safety more generally, in an attempt to ensure its work reaches the widest possible audience.

## **Financial Review**

The group finishes the year with a reduced but healthy balance. Our principal sources of income continue to be membership fees paid by group full members, and funds remitted for the training of associate members.

Our income from membership fees increased dramatically this year, due to the number of associates joining the group more than doubling; income from other sources remains broadly the same. Expenditure this year increased slightly overall, although expenditure on advertising fell once again. The group staged a large public event in Rouken Glen in June which accounted for much of the sundry expenditure.

Overall, the group remains in a strong financial position which enables us to continue to fulfil our charitable aims. We maintain reserves sufficient to mitigate changes in income due to the variable rate at which new associates join the group.

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Approved by the trustees on 11<sup>th</sup> September 2017 and signed on their behalf by:

**Steve Bearne**  
**Chairman**

## Statement of Receipts and Payments

For the Year Ended 31<sup>st</sup> July 2017

<b>Receipts</b>	<b>Note</b>	<b>Unrestricted Funds</b>	<b>Unrestricted Funds</b>
		<b>2017</b>	<b>2016</b>
Membership Fees		2432	1743
Gift Aid		203	230
Bank Interest		—	—
Donations Received		—	—
Delegates' Expenses Refunded	3	288	140
Sale of Stock		—	—
<b>Total Receipts</b>		<b>2923</b>	<b>2113</b>
<b>Payments</b>			
Charitable Activities	4	3054	2918
Governance Costs		—	—
<b>Total Payments</b>		<b>3054</b>	<b>2918</b>
<b>Summary</b>			
<b>Excess of Payments over Receipts</b>		<b>131</b>	<b>805</b>
<b>Excess of Receipts over Payments</b>		—	—

The notes on page 5 form an integral part of these accounts.

## Statement of Balances

**As at 31<sup>st</sup> July 2017**

		<b>Unrestricted Funds</b>	<b>Unrestricted Funds</b>
<b>Bank and Deposit Balances</b>	<b>Note</b>	<b>2017</b>	<b>2016</b>
Balances brought forward		3686	4491
<b>Movement During the Year</b>			
Excess of Payments over Receipts		131	805
Excess of Receipts over Payments		—	—
<b>Balances Carried Forward</b>		<b>3555</b>	<b>3686</b>

The notes on page 5 form an integral part of these accounts.

These accounts were approved by the trustees on 11<sup>th</sup> September 2017.

Signed for and on their behalf by:

**Steve Bearne**  
**Chairman**

**Gordon Stewart**  
**Treasurer**

## Notes to the Accounts

### For the Year Ended 31<sup>st</sup> July 2017

#### 1 Basis of Accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the *Charities & Trustee Investment (Scotland) Act 2005* and the *Charities Accounts (Scotland) Regulations 2006* (as amended).

#### 2 Trustee Remuneration and related Party Transactions

No trustee received any remuneration or reimbursement of expenses during the year.

No other trustee, or person related to a trustee, had any personal interest in any contract or transaction entered into by the charity during the year.

#### 3 Delegates' Expenses

This money was remitted to delegates who attended the IAM national conference.

#### 4 Analysis of Payments

	<u>Note</u>	<u>2017</u>	<u>2016</u>
<b>Charitable Activities</b>			
Advertising		145	709
Rental of Accommodation		339	278
Postage and Stationery		284	239
Sundries		1876	1187
Speaker and Delegates		300	357
Catering		83	21
Training		27	127
<b>Governance Costs</b>		—	—
<b>Total Payments</b>		<b>3054</b>	<b>2918</b>

## Independent Examiner's Report

**For the Year Ended 31<sup>st</sup> July 2017**

### **Independent Examiner's Report to the Trustees of Glasgow South Group of Advanced Motorists and Motorcyclists**

I report on the financial statements of the charity for the year ended 31<sup>st</sup> July 2017, which are set out on pages 3 to 5.

#### **Respective Responsibilities of Trustees and Examiners**

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

#### **Basis of Independent Examiner's Statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 view given by the accounts.

#### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
  - a. to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
  - b. to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 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.

**Kenneth Webster (Independent Examiner)**

[Redacted Signature]