

Charity Registration No. SC035745

Company Registration No. SC267177 (Scotland)

**SCOTTISH AQUACULTURE RESEARCH FORUM**

**(SARF)**

**TRUSTEES' REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 28 FEBRUARY 2006**

# SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Chairman</b>	Professor William Ritchie
<b>Trustees</b>	Anton Edwards Iain Sutherland Jane Wright Andrew Wallace Ronald Stagg Douglas McLeod Jon Harman Richard Slaski Philip Gilmour John Webster David Sandison David Bassett Michael Cowling George Hamilton
<b>Secretary</b>	Dr Mark James
<b>Charity number</b>	SC035745
<b>Company number</b>	SC267177
<b>Registered office</b>	Coillie Bhrochain, Bonskeid Estate Pitlochry Perthshire PH16 5NP
<b>Auditors</b>	Morris & Young Chartered Accountants & Registered Auditors 6 Atholl Crescent Perth PH1 5JN
<b>Bankers</b>	Royal Bank of Scotland 84 Atholl Road Pitlochry PH16 5BJ
<b>Solicitors</b>	J & H Mitchell 51 Atholl Road Pitlochry Perthshire PH16 5BU

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# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) TRUSTEES' REPORT FOR THE YEAR ENDED 28 FEBRUARY 2006**

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The trustees present their report and accounts for the year ended 28 February 2006.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000.

## **Objects of the charity**

The charity is a company limited by guarantee registered in Scotland number SC267177 on 28 April 2004. The charity's objects are:

(i) the promotion, encouragement, and support of research into a sustainable diverse and economically viable aquaculture industry, based on the principles of stewardship and social responsibility and working within the carrying capacity of the environment, both locally and nationally and through out its supply chain. Which research shall be published and the results of same disseminated in the public domain;

(ii) the promotion, encouragement, and support of scientific research and development in aquaculture and related activities, including within such; research in the fields of environmental impacts, technical and biological cultivation, and health and welfare science. Which research shall be published and the results of same disseminated in the public domain.

(iii) the advancement of education relative to aquaculture for the public benefit.

The policies adopted in furtherance of these objects are:

(i) to write, print or otherwise reproduce and circulate, gratuitously or otherwise, periodicals, magazines, books, leaflets or other documents or visual or audio medium.

(ii) to hold exhibits, meetings, lectures, classes, seminars and courses either alone or with others.

(iii) to foster and sponsor research into any aspect of the objects and its work and to disseminate the results of any such research.

(iv) to co-operate and enter into arrangements with authorities, national, local or otherwise.

(v) to bring together representatives of statutory and other agencies and bodies engaged in the furtherance of the objects and to facilitate the collective research needs of its members.

(vi) to accept subscriptions, donations, devises and bequests of, and to purchase, take on lease or in exchange, hire or otherwise acquire and hold any heritable or moveable, real or personal property, and to maintain and alter any of the same as are necessary for any of the objects and (subject to such consents as may be required by law, to sell, lease or otherwise dispose of or mortgage any such heritable or moveable, real or personal property.

There has been no change in these during the year.

The board of directors is chaired by Professor William Ritchie.

## **Review of activities**

The charity has obtained funding from SEERAD, The Crown Estate, Seafish Industry Authority, SEPA, Scottish Natural Heritage, British Trout Association, Shetland Aquaculture, Scottish Quality Salmon, Fisheries Research Services and Highland & Islands Enterprise.

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 28 FEBRUARY 2006**

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**Trustees**

The trustees, who are also the directors for the purpose of company law, who served during the year were:

Anton Edwards	
Rebecca Boyd	(Resigned 1 September 2005)
Matthew Dalkin	(Resigned 31 January 2006)
Iain Sutherland	
Jane Wright	
Andrew Wallace	
Ronald Stagg	
Douglas McLeod	
Jon Harman	
Richard Slaski	
Philip Gilmour	
John Webster	
David Sandison	
Anthony Murray	(Resigned 30 April 2005)
Jane Davis	(Resigned 31 October 2005)
Laura Bateson	(Appointed 1 September 2005 and resigned 17 January 2006)
David Bassett	(Appointed 1 November 2005)
Michael Cowling	(Appointed 1 September 2005)
George Hamilton	(Appointed 6 June 2005)

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

**Review of financial position**

The surplus income in the year will be added to unrestricted reserves.

**Reserves policy**

It is the policy of the charity that unrestricted funds will be designated for research and development as defined in the memorandum and articles of association.

**Risk factors**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

**Auditors**

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Morris & Young be reappointed as auditors of the company will be put to the Annual General Meeting.

On behalf of the board of trustees

**Professor William Ritchie**

Chairman

Dated: 26 April 2006

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then 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 that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# **SCOTTISH AQUACULTURE RESEARCH FORUM (SARF) INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SCOTTISH AQUACULTURE RESEARCH FORUM**

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We have audited the accounts of Scottish Aquaculture Research Forum for the year ended 28 February 2006 set out on pages 5 to 8. These accounts have been prepared under the historical cost convention and the accounting policies set out on page 7.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

## **Respective responsibilities of trustees and auditors**

As described on page 3, the trustees, who are also the directors of Scottish Aquaculture Research Forum for the purpose of company law, are responsible for the preparation of accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

.Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK & Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the accounts, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Trustees' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

## **Basis of opinion**

We conducted our audit in accordance with International Standards on Auditing (UK & Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

## **Opinion**

In our opinion the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the charitable company's state of affairs as at 28 February 2006 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**Morris & Young**  
Chartered Accountants & Registered Auditors  
6 Atholl Crescent  
Perth  
PH1 5JN

Dated: 26 April 2006

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 28 FEBRUARY 2006**

	Notes	2006 £	2005 £
<b><u>Incoming resources</u></b>			
Donations and legacies	2	377,210	312,000
Investment income	3	13,410	2,497
<b>Total incoming resources</b>		<b>390,620</b>	<b>314,497</b>
<b><u>Resources expended</u></b>			
<b>Costs of generating funds</b>			
Fundraising and publicity costs		595	1,791
		<b>595</b>	<b>1,791</b>
<b>Net incoming resources available</b>		<b>390,025</b>	<b>312,706</b>
<b>Charitable expenditure</b>			
Research		110,654	-
Management and administration		40,986	41,368
<b>Total charitable expenditure</b>		<b>151,640</b>	<b>41,368</b>
<b>Total resources expended</b>	4	<b>152,235</b>	<b>43,159</b>
<b>Net income for the year/ Net movement in funds</b>		<b>238,385</b>	<b>271,338</b>
Fund balances at 1 March 2005		271,338	-
<b>Fund balances at 28 February 2006</b>		<b>509,723</b>	<b>271,338</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
BALANCE SHEET  
AS AT 28 FEBRUARY 2006**

	Notes	2006 £	£	2005 £	£
<b>Current assets</b>					
Debtors	7	-		13,750	
Cash at bank and in hand		<b>578,025</b>		260,260	
		<u>578,025</u>		<u>274,010</u>	
<b>Creditors: amounts falling due within one year</b>					
	8	<b>(68,302)</b>		(2,672)	
<b>Total assets less current liabilities</b>			<b>509,723</b>		<b>271,338</b>
<b>Income funds</b>					
Unrestricted funds:					
Designated funds			<b>509,723</b>		<b>271,338</b>
			<u>509,723</u>		<u>271,338</u>

The accounts were approved by the Board on 26 April 2006

Trustee

Trustee

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2006**

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**1 Accounting policies**

**1.1 Basis of preparation**

The accounts are prepared under the historical cost convention.

The accounts have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000.

**1.2 Incoming resources**

Income is recognised when received or scheduled to be received. No income is recognised in respect of monies committed by organisations to be received in future periods.

**2 Donations and legacies**

	<b>2006</b>	2005
	£	£
Grants receivable for core activities	<b>377,210</b>	312,000

**3 Investment income**

	<b>2006</b>	2005
	£	£
Interest receivable	<b>13,410</b>	2,497

**4 Total resources expended**

	<b>Total</b>	Total
	<b>2006</b>	2005
	£	£
Costs of generating funds: Fundraising and publicity	<b>595</b>	1,791
Charitable expenditure: Research	<b>110,654</b>	-
Management and administration	<b>40,986</b>	41,368
	<b>151,640</b>	41,368
	<b>152,235</b>	43,159

Management and administration costs includes payments to the auditors of £1,528 for audit fees and £164 for other services.

**SCOTTISH AQUACULTURE RESEARCH FORUM  
(SARF)  
NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 28 FEBRUARY 2006**

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**5 Trustees**

None of the trustees (or any persons connected with them) received any remuneration during the year. Chairman, Professor Ritchie, who is not a trustee, received an honorarium of £2,000 (2005: £2,000) and travel expenses reimbursed amounting to £468 (2005: £697).

**6 Employees**

**Number of employees**

There were no employees during the year.

<b>7 Debtors</b>	<b>2006</b>	2005
	£	£
Trade debtors	-	13,750
	<u>          </u>	<u>          </u>

<b>8 Creditors: amounts falling due within one year</b>	<b>2006</b>	2005
	£	£
Trade creditors	15,831	2,672
Accruals	18,181	-
Deferred income	34,290	-
	<u>          </u>	<u>          </u>
	<b>68,302</b>	<b>2,672</b>
	<u>          </u>	<u>          </u>

**9 Commitments**

At 28 February 2006 the company had commitments as follows:

	<b>2006</b>	2005
	£	£
Expiry date:		
Within one year	614,811	132,303
Between two and five years	169,091	162,399
	<u>          </u>	<u>          </u>
	<b>783,902</b>	<b>294,702</b>
	<u>          </u>	<u>          </u>

The charity has committed to funding research and development at a cost of £783,902 over the next 2 years. Incoming resources in the next 2 years is expected to be £408,500.