



Annual Report and Accounts

For 15 Months Ending  
31<sup>st</sup> March 2010

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#### Management Committee

Convener	Mrs Isabella Williamson	Arbuthnott Community Council
Vice Convener	Mr Bill Pirie	Mearns Community Council
Secretary	Ms Norah Wiseman	Aberdeenshire South Access Panel
Treasurer	Mr Lenny Lawrence	K & M Community Safety Group
Committee	Mr George Smith	SATRA
	Mr Chris Wark	St Cyrus Community Council
	Mrs Yvonne Buck	St Cyrus Public Hall
Attendees	Ms Naomi Gordon	KMAP Development Worker
	Karelia Wright	Community Planning Officer
	Mr Willie Munro	K & M Area Manager
	Mr Reid Hutchison	Community Economic Development
Councillors	Provost Wm Howatson	Mearns
	CLlr Graeme Clark	Stonehaven & Lower Deeside
	CLlr Alastair Bews	North Kincardine

#### Contact Address

KMAP, 3<sup>rd</sup> Floor, 42-46 Barclay Street, Stonehaven AB39 2AX

#### Recruitment and Appointment of Management Committee

All the management committee are appointed or reappointed by the members at the annual general meeting each year. Office bearers are appointed at the first committee meeting thereafter.

#### Governing Document

The Kincardine & Mearns Area Partnership is a charitable unincorporated association and the purposes and administration arrangements are set out in the constitution.

#### Purposes

The purposes, as recorded in the constitution, are the promotion and support of community development, the advancement of education, the furtherance of health and the promotion of benefit for persons who are resident in the Kincardine & Mearns area.

#### Management Committee remuneration and expenses

Members of the management committee did not receive any remuneration during the year. They did receive out of pocket expenses incurred in carrying out the business of the partnership and which are reflected in the annual accounts.

Management  
Structure

Membership is open to all voluntary constituted bodies and Community Councils in the Kincardine & Mearns Area.

Representatives of voluntary organisations are nominated by their organisation and have one vote. Membership forms have to be countersigned by a second person from the voluntary organisation.

Members elect the management committee at the Annual General Meeting - between 5 and 10 members.

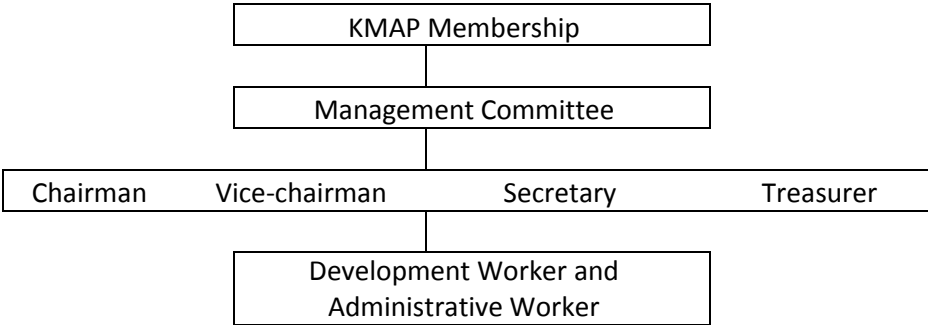
Office bearers are appointed by the management committee at the first committee meeting after the AGM.

They are:            Chairman            Vice-  
   chairman            Secretary            Treasurer

All committee members retire at the AGM but are eligible for re-election.

Office bearers cannot be elected for more than 3 consecutive years.

Office bearers can be re-elected to the same position after the lapse of one year.



## Membership

Membership currently stands at fifty seven.

The following member list is broken down into categories, although some members may have an interest in more than one category.

### **Community Councils:**

- Arbuthnott Community Council
- Benholm & Johnshaven Community Council
- Mearns Community Council
- Newtonhill, Muchalls, Cammachmore Community Council
- Portlethen & District Community Council
- Stonehaven and District Community Council
- St Cyrus Community Council

### **Community Halls:**

- Arbuthnott Parish Hall
- Bettridge Centre, Newtonhill
- Fettercairn Public Property Committee
- Fordoun Memorial Hall
- Inverbervie Burgh Hall
- Kinneff Village Hall
- Kirton Hall Durris
- Luthermuir Hall and Park Committee
- Marykirk Village Hall Management Committee
- Skateraw Hall Committee
- Stonehaven Dunnottar Church of Scotland
- Stonehaven Maritime Radio Heritage Halls
- St Cyrus Public Hall Committee of Management

### **Partnerships and Associations:**

- Arbuthnott Community Association
- Auchenblae & District Community Association
- CVS Aberdeenshire Central and South
- K&M Community Safety Group
- Kincardine and Mearns Halls Association
- Laurencekirk Villages in Control
- Mearns Area Partnership
- Stonehaven Business Association
- SATRA (South Aberdeenshire Tenant Resident Association)
- Kincardine & Deeside Arts Forum
- St Cyrus Recreation Association

**Social Enterprises:**

Grassic Gibbon Centre  
Woodview Enterprise  
Mill of Benholm Project

**Youth Groups:**

Laurencekirk Play Park Group  
Laurencekirk Youth and Community Venture  
Mearns Youth Forum  
Mearns Academy Duke of Edinburgh Award Unit

**Environmental Groups:**

Friends of Denlethen Wood  
Portlethen Moss Conservation Trust  
Stonehaven Horizon Project  
TraM

**Tourism Groups:**

Stonehaven Tourism Group

**Health Groups:**

Mearns & Coastal Healthy Living Network  
Portlethen & District Community Ambulance  
Laurencekirk Medical Centre – Patient Participation Group

**Inclusion Groups:**

Aberdeenshire Disability Action  
Aberdeenshire South Access Panel  
K&D Befriending  
PAMIS

**Recreation Groups:**

Auchenblae Drama Group  
Laurencekirk Bowling Club  
Stonehaven Skate Park Committee  
Mearns FM  
St Cyrus Gala Day Committee

**Advice/Information Groups:**

The Auchenblae Messenger Group  
Kincardine and Mearns Citizens Advice Bureau  
St Cyrus Newsletter Group

## Chairman's Report

It was agreed at the AGM last year to change the financial year end from 31<sup>st</sup> Dec to 31<sup>st</sup> March to bring KMAP into line with Aberdeenshire Council's financial year end. This was done and subsequently this annual report covers a 15 month period.

### **Development Worker**

We continued to employ a Development Worker during this period. The post is part-time (20 hours a week) on an annual contract. There have been two changes, Jane Kidd, our first worker finished in May 2009 and between July 2009-June 2010 Naomi Gordon was employed. In August 2010 Diane Collinston was appointed as Development Worker. A 10 hour per week administrative post has also been established. Vickie Alexander was appointed to this post in June 2010. The office base moved to Stonehaven in April 2010.

It is also planned to employ a worker on a short term contract with the specific remit to research Social Enterprises in the area and identify potential gaps. This will be particularly important for the coastal strip regeneration area and will help inform KMAP's work in developing social enterprises over the coming years.

### **Planning for Real**

Newtonhill held its PfR event on 9<sup>th</sup> May 2009. KMAP supported this through our Development Worker and also financially including the provision of a climbing wall to help attract young people. They had a fantastic response from the local community with a number of issues to be followed up. Glenbervie decided they did not want to undertake PfR. There is still ongoing support for Auchenblae, St Cyrus and Arbuthnott in the implementation of activities highlighted through their PfR exercises.

The highest recorded issues identified at PfR events are discussed at the Local Community Planning Group and included, where appropriate, in the LCPG Action Plan and the Local Area Plan. It is by having issues included in the Local Plan and in the LCPG Action Plan that we should see a tangible difference happening with them. This is Community Planning in action.

### **Small Grant Award**

Since increasing the level of award to £1000 we have supported a great deal more projects in the area. These include Mearns Community Radio, TRAM, MAP, Portlethen & District Community Council, St Cyrus Hall, Laurencekirk Play Park, Kincardine & Deeside Befriending, Stonehaven Tourism Group and Laurencekirk Bowling Club. As well as being of great benefit to our member organisations the Awards help publicise the Partnership and attract new members.

### **Service Level Agreement**

KMAP renewed its Service Level Agreement with Aberdeenshire Council in July 2009. Although this agreement expired on 31<sup>st</sup> March 2010 it is envisaged that a new agreement will be agreed for 2010/11. The SLA is directly linked to the funding received from the Council. The last agreement particularly committed KMAP to:

- Promoting Community Economic Development.
- Providing advice to groups seeking to develop community assets.
- Developing and supporting Planning For Real events.
- Providing business and administrative advice.
- Work with groups to develop proposals from the Stonehaven and Portlethen Dynamic Drop-in events.
- Acting as an intermediary to ensure the two-way flow of information on the Local Community Planning Group.

### **AC Forum and ARPF**

Throughout the year we have had representation at the joint meetings of the Aberdeenshire Co-coordinators Forum and Aberdeenshire Rural Partnership Federation. Having representation at these meetings allows us to keep up to date with everything that is currently happening with other partnerships throughout Aberdeenshire. Issues are reported back to the management committee. As well as contact with the Chairs and Development Workers for the other Partnerships these meetings allow us a direct link to a variety of committees that the Federation is represented on including the Community Planning Board and Executive. The theory being that any issue relating to these bodies that is raised by our members can be fed directly to them through KMAP.

### **Local Community Planning Group**

Likewise we are represented on the Local Community Planning Group. Again members can bring issues to KMAP to be brought up at the LCPG. The LCPG also have a small grant scheme which members can apply to.

### **Recent Work**

Our Development Workers have been involved in a number of projects over the past months and giving support to our members in a variety of ways. The most recent developments include help with the Stonehaven Open Day on 15<sup>th</sup> May and a developing a Recycling Project for the area. A major development has been in establishing a KMAP website which is just about to go live and which our members will be able to have a profile on.

Finally I would like to thank the KMAP committee for all their support over the past three years. It has been a pleasure to be involved in the development of KMAP and I look forward to seeing it going from strength to strength in the future.

Mrs Isabella Williamson  
25<sup>th</sup> August 2010

**KINCARDINE AND MEARNS**

**AREA PARTNERSHIP**

**STATEMENT OF ACCOUNT**

**FOR THE 15 MONTHS ENDED**

**31<sup>ST</sup> MARCH 2010**

MacDonald Accountancy Services  
12 Allardice Street  
Stonehaven  
AB39 2BQ

## **KINCARDINE AND MEARNS AREA PARTNERSHIP**

### **INCOME AND EXPENDITURE ACCOUNT**

**FOR THE 15 MONTHS ENDED 31<sup>st</sup> MARCH 2010**

	31 <sup>st</sup> March 2010		31 <sup>st</sup> December 2008	
<b>INCOME</b>	£	£	£	£
Aberdeenshire Council		34,575.00		17,000.00
Repayment Pfr – Aberdeenshire Council		0.00		4,535.50
Bank Interest		46.46		377.69
Bank Error		<u>0.00</u>		<u>0.03</u>
		34,621.46		21,913.22
 <b>EXPENDITURE</b>				
Telephone	899.52		6.60	
Committee Travel	1085.65		0.00	
Staff Travel	969.28		356.80	
Stationery	713.32		1,027.92	
Postage	321.22		37.94	
Interview Expenses	25.45		0.00	
Dynamic Drop In	2,857.22		0.00	
Development Worker	14,643.53		1,845.72	
Training	195.50		0.00	
Catering	17.00		14.96	
Gifts	51.00		56.35	
Accountancy	200.00		0.00	
Advertising	1,737.92		67.72	
Accommodation	4,920.00		248.55	
Insurance	323.14		0.00	
Depreciation	176.00		0.00	
AC Forum	97.13		5.00	
Subscriptions	0.00		100.00	
K & M Halls Association	0.00		22.80	
Pfr	2,019.71		3,403.87	
KMAP Grants	11,690.00		200.00	
Bank Error	0.00		0.50	
HMRC Penalty	<u>100.00</u>		<u>0.00</u>	
		43,042.59		7,394.73
<b>NET (DEFICIT)/ PROFIT FOR YEAR</b>		£ <u>(8,421.13)</u>		£ <u>14,518.49</u>

## **KINCARDINE AND MEARNS AREA PARTNERSHIP**

### **BALANCE SHEET AS AT 31<sup>st</sup> MARCH 2010**

		31 <sup>st</sup> March 2010		31 <sup>st</sup> December 2008	
<b>FIXED ASSETS</b>	Note	£	£	£	£
Computer Equipment	1		528.00		0.00
<b>CURRENT ASSETS</b>					
Bank		29,970.68		39,524.44	
<b>CURRENT LIABILITIES</b>					
Accruals	2	<u>1,745.64</u>		<u>2,350.27</u>	
<b>NET CURRENT ASSETS</b>			<u>28,225.04</u>		<u>37,174.17</u>
			£ <u>28,753.04</u>		£ <u>37,174.17</u>

#### **REPRESENTED BY:**

General Reserve	3	28,753.04	36,359.61
Community Engagement Reserve	3	<u>00.00</u>	<u>814.56</u>
		£ <u>28,753.04</u>	£ <u>37,174.17</u>

#### **NOTE:**

The Accounting Reference Date has been changed from 31<sup>st</sup> December to 31<sup>st</sup> March to coincide with Aberdeenshire Council's Financial Year End. As a result these accounts show the results for the 15 month period from 1<sup>st</sup> January 2009 to 31<sup>st</sup> March 2010.

**KINCARDINE AND MEARNS AREA PARTNERSHIP**

**NOTES TO THE ACCOUNTS**

**FOR THE 15 MONTHS ENDED 31<sup>st</sup> MARCH 2010**

**1. FIXED ASSETS**

	Computer Equipment £
Added in Year	704.00
Depreciation	<u>176.00</u>
At 31 <sup>st</sup> March 2010	£ <u>528.00</u>

**2. ACCRUALS**

	£
Net Wages (March)	866.14
PAYE (January to March)	679.50
Accountancy	<u>200.00</u>
	£ <u>1,745.64</u>

**3. RESERVES**

	General Reserve £	Community Engagement Reserve £	Total £
At 1 <sup>st</sup> January 2009	36,359.61	814.56	37,174.17
Loss For Period	<u>(8,421.13)</u>	<u>0.00</u>	<u>(8,421.13)</u>
At 31 <sup>st</sup> March 2010	£ <u>27,938.48</u>	£ <u>814.56</u>	£ <u>28,753.04</u>

**REPORT ON THE ACCOUNTS**

The foregoing Accounts have been prepared by me from books, records and information supplied by Kincardine and Mearns Area Partnership and is certified to be in accordance therewith.

MacDonald Accountancy Services  
12 Allardice Street  
Stonehaven  
AB39 2BQ