



Treasurer's Report 2019/20

(Refer to Appendix – Financial Statement 2019/20, receipts and payments 1 April 2019 to 31 March 2020)

It was a healthy year for the Scottish Outdoor Access Network (SOAN) accounts with generally well attended events, and the benefits of supporting grants and contributions. The balance at 31 March 2020 of £11,676.13 is the largest that SOAN has had.

Events

SOAN's main income normally comes from the annual Networking Day. The Upholding Access Rights Networking Day attracted a good attendance with income of £2,100 put against the associated venue and catering costs which were not the cheapest at £1,557. SNH's contribution of £500 to the running of the event boosted its financial viability.

Sharing Good Practice (SGP) events are not intended to be income generators and are less predictable in the numbers they attract. Event costs including venue and catering can vary depending on what is available locally to study sites, which understandably aren't always near venues and catering sources.

The participant fees of £50 and £40 respectively for networking days and SGP events appear to provide an appropriate balance between attracting participants and financial viability. Non-payment of fees and the subsequent need to identify them and chase them up remains an issue. However, the Treasurer and the new Administrator are determined to put improved systems in place to minimise loss from unpaid fees.

Admin services

Admin service fees account for SOAN's largest outgoings. This is not accurately reflected in the financial statement since SOAN had no paid admin support during 2019/20 until the new Administrator was appointed in October 2019.

Insurance

SOAN events are covered by annual insurance cover. Wording for cover for 2018/19 only described activities as 'networking events and seminars' and did not specify outdoor or practical activities. The wording was therefore reviewed for insurance renewal in October 2019 to specify 'networking events, seminars, outdoor site visits, light practical manual activities. For the new Administrator post it was deemed sensible to include employer's liability cover in the insurance although the Administrator is self-employed. Insurance, including agency fee (£25), employer's liability cover (£110) and insurance premium tax (£35.36) was £355 compared with £238 for the previous year.

Covid-19: impact on events and income 2020/21

As at 11 March 2020, a planned networking event in Stirling for May 2020 was cancelled due to concern over tightening of restrictions required to control Covid-19.

Alan Bannister, Treasurer
14 October, 2020

Appendix

Scottish Outdoor Access Network

Financial Statement 2019/20

Receipts and payments 1 April 2019 to 31 March 2020

Receipts	£	Payments	£	Balance £
Event fees		Event costs		
Networking Day Upholding Access Rights (Glasgow) (£50) x 42	2100.00	Piping Centre venue and catering costs (for 60)	1557.00	543.00
SGP Street Design (Dumfries) (£40) x 7/8 due	280.00	SGP venue and catering	262.33	17.67
SGP Provost's Path (Auchterarder) (£40) x 16/18 due	640.00	SGP venue and catering	188.00	452.00
Total event income	3020.00	Total event costs	2007.33	1012.67
Fees from 2018/19 events				
SGP Little France (Nov 2018) 2018/19 event	40.00			
Grants/contributions				
SNH contribution to Upholding Access Rights	500.00			
GRANT: Paths for All	508.00			
GRANT: Forestry Scotland for SOAN Access Training Course	2000.00			
Total grants/contributions	3008.00			
		Misc. costs		
		SOAN Administrator services	1128.93	
		Stamps and stationery (Treasurer)	9.32	
		Web hosting	8.50	
		Event Insurance (including employee)	355.00	
		SOAN April special meeting catering	58.80	
		Total misc. costs	1560.55	
Total Receipts	6068.00	Total Payments	3567.88	2500.12

Bank balance summary	£
Receipts	6068.00
Payments	3567.88
Running surplus	2500.12
Bank Balance at 1/4/2019	9176.01
Plus Receipts	6068.00
Less Payments	3567.88
Bank Balance at 31/3/2020	11676.13

Alan Bannister, Treasurer (31 March, 2020)