

**REGISTERED COMPANY NUMBER: SC413697 (Scotland)**  
**REGISTERED CHARITY NUMBER: SC026570**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 DECEMBER 2018  
FOR  
HUMANIST SOCIETY SCOTLAND**





HUMANIST SOCIETY SCOTLAND

CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2018

---

	Page
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10 to 11
Notes to the Financial Statements	12 to 22



## **HUMANIST SOCIETY SCOTLAND**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 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 31 December 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 object for which the Society is established is the advancement of philosophical belief, by:

- Promoting the Society's vision within Scotland, namely to achieve a Scotland in which the worth, dignity and autonomy of every person is respected and individual freedom is balanced with social responsibility and a duty of care for future generations;
- Influencing public policy in accordance with the Society's vision;
- Promoting Humanist values;
- Promoting democracy and the development and protection of human rights within Scottish civic institutions;
- Encouraging ethical and moral problems to be addressed with compassion, knowledge and reason; and
- Advancing the philosophy that no belief system, religious or otherwise, should have nor expect privilege in the democratic process, with a view to creating a secular Scotland.

In furtherance of the objects the Society shall endeavour to:

- Promote and establish a secular society;
- Promote the provision of secular education;
- Promote, provide and develop Humanist ceremonies;
- Extend the contributions made by Humanists to a wide range of social, civic and health care provision;
- Maintain, develop and empower membership of the Society to carry out these activities which promote and support the Objects of the Society; and
- Work with other Humanist associations (and like-minded organisations) in the UK, Europe and internationally.

# HUMANIST SOCIETY SCOTLAND

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

---

### ACHIEVEMENT AND PERFORMANCE

#### Charitable activities

#### Humanist values in action

Humanist Society Scotland is the national charity for non-religious people seeking to live an ethical, secular, rational life.

Scotland in 2018 is a majority non-religious society. Our political institutions take a humanist approach to their day-to-day work. The Scottish Government's Programme for Government seeks to uphold fundamental human rights and adhere to an evidence based method of decision-making. Scotland remains one of relatively few countries where Humanist marriages are recognised in law. Humanists are free to choose life celebrations that reflect their values and do so in their thousands.

During 2018 this shift in Scottish society was demonstrated most clearly when National Records of Scotland published their marriage statistics. Not only did they show that overall there were more humanist marriages than that of any religious denomination, but for the first time, more people chose a Humanist Society Scotland Registered Celebrant than chose a Minister from the once established Church of Scotland.

To reflect the changes in Scottish public life, HSS adopted a new three-year strategy early in 2018. The new strategy prioritises increasing member participation, expanding the reach and range of our outreach work, ensuring every person seeking a humanist ceremony has access to an HSS Registered celebrant, ending the ban on secular education and securing the financial health of the organisation.

At the end of 2018 Humanist Society Scotland is in a stronger financial position than the previous year. We have more than 14,000 members, income of £427,482 and funds to carry forward of £224,153. This has allowed Trustees to make strategic investment in the Society's digital presence and outreach work.

Looking ahead to 2019, the Society is moving into the second year of the strategy when these investments will begin to be realised.

Operationally 2019 will be a year of transition as the charity seek to appoint a new Chief Executive to replace Gordon MacRae who is leaving after four years building the professional structure of the Society. Trustees will also elect a new Chair in 2019 following the retirement of John Bishop.

#### Community and Outreach

##### Chaplains and Non-religious pastoral support

Early in 2018 Humanist Society Scotland accredited the first twelve HSS Registered Chaplains. The training was delivered in partnership with Humanists UK, with whom we have an exclusive strategic partnership. The UK wide Non-religious pastoral support network that is administered by Humanist UK also accredits the twelve graduates. This is a major strategic step for the charity, as it will begin to allow us to expand our service reach and meet the growing demand from public bodies for non-religious chaplaincy services.

##### StreetCare Scotland projects

Building on the success of the T-run and T-walk initiatives run by members of the Glasgow local members group, the Society established two new outreach projects during 2018. StreetCare is the new name for local volunteering projects that seek to provide warm clothes, warm food and a non-judgemental listening ear to homeless people across Scotland. The new projects in Edinburgh and Stirling are laying the groundwork for future expansion into other cities during 2019.

##### School Visitors Programme

Humanist Society Scotland volunteers continue to work with schools to give young people the opportunity to discover more about humanism and explore non-religious approaches to ethics. Training for new volunteers was held across the central belt and in the Highlands during 2018 and there will be further training and recruitment of volunteers in 2019.

## HUMANIST SOCIETY SCOTLAND

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

---

#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

##### Daily Discovery Calendar

A new initiative for 2018 was the launch of the Humanist Society Scotland Daily Discovery Calendar. Inspired by a similar initiative developed by our friends in Romania, the calendar lists a scientific or humanist discovery for each day of the year. Members and supporters were invited to buy one give one, with every purchase ensuring a calendar went to a local school of the donor's choice. More than 400 calendars were purchased and HSS intends to repeat the project for 2020.

##### Ceremonies

2018 showed strong growth in demand for Humanist Society Scotland Registered Celebrants to work with families and friends to mark key life moments. Demand for HSS funerals grew 16% year on year growth. This is the most significant growth in funerals we have experienced for a number of years and reflects the increased capacity following several years of flat growth in celebrant numbers. Demand for wedding ceremonies increased year on year as well as newly trained celebrants becoming available and are able to meet the growing demand for well trained, professional, kind and compassionate celebrants that put their humanist values first.

##### Campaigns

##### Beliefs in Scotland Report

Research commissioned by the Society during 2018 explored the breadth and depth of beliefs held by people in Scotland. Despite knowing that Scotland is a majority non-religious country, religious privilege has been justified by the suggestion that many non-religious people hold supernatural views.

The research showed that nearly 2 in 3 people in Scotland identify as non-religious and that the majority do not believe in life after death, evil spirits, angels or divine miracles. The research is important as it challenges public institutions to think differently about how they meet the pastoral needs of non-religious service users.

The report received widespread media and broadcast coverage both in Scotland and around the world. It is the Society's intention to develop a longitudinal approach to this research by repeating the core questions each year. In 2019 the research will include questions about the representation of non-religious people in public life.

##### Tolerant Scotland Report

At the end of 2018 the Society launched a report, Tolerant Scotland? The research found that over eight in ten people in Scotland believed everyone should have equal rights no matter their religious or non-religious outlook. 86% of respondents said they believed it was possible to live a good ethical life without being religious and 75% said people with very strong religious beliefs are sometimes too intolerant of others.

The survey found that only 3% opposed them having the same rights. However, one in five people in Scotland still think it is wrong for people to have relationships with people of the same-sex. This rises to almost one in three amongst male respondents. 79% of respondents also thought religious leaders should not try to influence people's votes with 72% saying they should not try to influence government decisions.

##### Education

In 2018 we continued our campaign to allow capable young people to exercise an independent choice to participate in Religious Observance in state schools. Following the Scottish Government's announcement that they intended to embed UN Convention on the Rights of the Child into Scots Law we organised a letter writing campaign to MSPs to ensure this included the UN's call for a pupil's right to opt out. More than 1,400 letters were sent to MSPs resulting in high level discussions with Ministers and civil servants. Ministers are due to publish their plans in 2019.

Humanist Society Scotland continues to believe that all state schools should be secular in nature. Our research showed that more than two out of five believe that there is a stigma associated with opting a child out of Religious Observance in school. Many parents are unaware that non-denominational schools include the requirement to lead the whole school in RO. That is why we launched the 2018, End the Ban campaign. The campaign aims to lift the effective ban on communities adopting a non-religious governance model similar to that in the Republic of Ireland. Scottish Ministers' decision to drop their Education Bill means that this campaign will continue into 2019.

# HUMANIST SOCIETY SCOTLAND

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

---

### ACHIEVEMENT AND PERFORMANCE

#### Charitable activities

##### Blasphemy

Throughout 2018 Humanist Society Scotland has been campaigning to end Scotland's outdated, unused and shameful common law offence of Blasphemy. In January members gathered in Old Parliament square to mark the anniversary of Thomas Aikenhead's execution for Blasphemy more than three hundred years ago.

In the spring we welcomed an international delegation from Humanists International who highlighted the impact Western blasphemy laws have on efforts in places like Bangladesh and Pakistan where Humanists and atheists are persecuted for similar 'offences'.

Toward the end of the year, the campaign focused on the consultation on hate crime offences. This consultation offers an opportunity to remove the current dead letter law in favour of protecting people's human rights to freedom of belief. The campaign has drawn support from across faith groups, political parties and international bodies. In 2019 we will take the campaign back to Parliament when Ministers' publish their Hate Crime proposals.

##### International

##### Twinning programme with Association of Secular Humanists, Malawi

Humanist Society Scotland continued its four-year partnership with ASH Malawi in 2018. The Society provides a modest grant to enable ASH members to gather once a year and develop their vital work to combat witchcraft related violence and enhance the voice of humanists and atheists in Malawian public life.

##### Humanist International

HSS was delighted to welcome the Board of Humanists International (formerly IHEU) to Edinburgh in May 2018. The visit provided a useful opportunity to engage MSPs in the work of the international movement and impress upon Scottish policy makers how vital international cooperation is to protect human rights in the face of populist and nativist movements.

HSS was represented at the Humanist International 2018 General Assembly in Auckland New Zealand where we are able to participate in discussion regarding promoting Humanism in a non-religious society.

##### European Humanist Federation

HSS staff and trustees attended the EHF conference and General Assembly in Nuremberg Germany. As a board member of EHF our Chief Executive has been involved in discussion regarding a new strategy for humanism in Europe. As Britain seeks to clarify its relationship with EU institutions HSS has a role to play alongside European colleagues in Norway, Switzerland, Iceland and the rest of the United Kingdom to ensure our voice is heard.

### FINANCIAL REVIEW

#### Financial position

The financial results for the year are shown in the attached Statement of Financial Activities. A surplus of £28,898 arose during the year. Total funds carried forward at 31 December 2018 were £224,153.

#### Reserves policy

The unrestricted general fund represents accumulated surpluses and deficits on unrestricted monies and is available for use at the discretion of the Trustees in furtherance of the charitable objects. The Trustees aim to hold sufficient reserves to ensure the Society can operate on a sound financial footing and consider reserves at a level of 3 to 6 months of expenditure are appropriate. This has been achieved.

#### Going concern

Having prepared budgets and cash flows, considered management accounts and available working capital, the Trustees have a reasonable expectation that the charitable company has adequate resources to continue for the foreseeable future. They continue to believe the going concern basis of accountancy appropriate in preparing the financial statements. There are no known material uncertainties about the charity's ability to continue as a going concern.



## **HUMANIST SOCIETY SCOTLAND**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018**

---

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

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

The charitable company was incorporated on 23 December 2011. It commenced activities on 1 January 2012.

##### **Recruitment and appointment of new trustees**

The Trustees who manage the Society are as noted within the reference and administrative details. The Trustees are appointed in accordance with the terms of the Memorandum and Articles of Association. The maximum number of Trustees shall be fourteen.

##### **Organisational structure**

The Board of Trustees forms sub committees as it requires to strengthen oversight and development of various aspects of the society's work. For 2018 sub committees included the Finance & Risk Committee and the Nominations and Remuneration Committee.

##### **Key Management**

The trustees and the Chief Executive are the charity's key management. The trustees are in charge of directing the charity and on a day to day basis the controlling, running and operating of the charity is delegated to the Chief Executive.

The Chief Executive leads the Senior Management Team which consists of the Director of Services, the Campaigns and Communication Manager, the Finance Manager and the Operations Manager.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

SC413697 (Scotland)

##### **Registered Charity number**

SC026570

##### **Registered office**

Playfair House  
6 Broughton Street Lane  
Edinburgh  
EH1 3LY

## HUMANIST SOCIETY SCOTLAND

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

---

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Trustees

John Bishop  
Craig Campbell  
Stephen Chinn - resigned 17.4.18  
Linda Darby - appointed 18.4.18  
Senga Ishaq  
Lorna Johnston - resigned 31.12.18  
Maggie Kinloch  
Julia Loecherbach  
Morven Lyon  
Lynne Ramsay  
Brenda Reid - resigned 31.12.18  
Ian Rodger  
Stewart Struthers

##### Chair

John Bishop

##### Vice-Chairs

Maggie Kinloch  
Ian Rodger

##### Treasurer

Lynne Ramsay

##### Chief Executive

Gordon MacRae

##### Company Secretary

Gordon MacRae

##### Independent examiner

Marion Hopper CA  
For and on behalf of  
Hardie Caldwell LLP  
Chartered Accountants  
Citypoint 2  
25 Tyndrum Street  
Glasgow  
G4 0JY

##### Bankers

The Co-operative Bank  
29 Gordon Street  
Glasgow  
G1 3PF

##### Solicitors

Lindsays LLP  
Caledonian Exchange  
19A Canning Street  
Edinburgh  
EH3 8HE

**HUMANIST SOCIETY SCOTLAND**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2018**

---

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Humanist Society Scotland for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with 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 Republic of Ireland".

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 Charity SORP;
- 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 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 to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

**DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINER**

So far as the trustees are aware, there is no relevant information of which the charity's independent examiner is unaware, and each trustee has taken all the steps that he/she ought to have taken as a trustee in order to make himself/herself aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

**INDEPENDENT EXAMINER**

The independent examiner, Marion Hopper for and on behalf of Hardie Caldwell LLP has expressed her willingness to continue in office.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 16 April 2019 and signed on its behalf by:



John Bishop - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HUMANIST SOCIETY SCOTLAND**

---

I report on the accounts for the year ended 31 December 2018 set out on pages nine to twenty two.

**Respective responsibilities of trustees and examiner**

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 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 seeking explanations from you as 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.

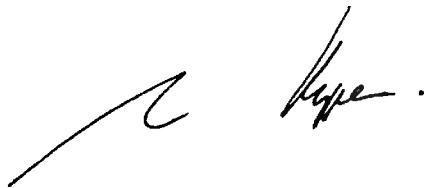
**Independent examiner's statement**

In the course of my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
  - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts 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.



Marion Hopper CA  
For and on behalf of  
Hardie Caldwell LLP  
Chartered Accountants  
Citypoint 2  
25 Tyndrum Street  
Glasgow  
G4 0JY

Date: 16 April 2019

HUMANIST SOCIETY SCOTLAND

STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2018

	Notes	Unrestricted fund £	Restricted funds £	2018 Total funds £	2017 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	211,873	2,000	213,873	200,673
<b>Charitable activities</b>					
Services	5	200,749	-	200,749	183,512
Membership events		12,418	-	12,418	7,210
Investment income	4	<u>442</u>	<u>-</u>	<u>442</u>	<u>1,075</u>
<b>Total</b>		<b>425,482</b>	<b>2,000</b>	<b>427,482</b>	<b>392,470</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Services	6	247,056	-	247,056	218,805
Communication & public affairs		101,833	2,631	104,464	104,549
Membership events		<u>47,064</u>	<u>-</u>	<u>47,064</u>	<u>66,299</u>
<b>Total</b>		<b>395,953</b>	<b>2,631</b>	<b>398,584</b>	<b>389,653</b>
<b>NET INCOME/(EXPENDITURE)</b>					
		29,529	(631)	28,898	2,817
Transfers between funds	17	<u>(631)</u>	<u>631</u>	<u>-</u>	<u>-</u>
Net movement in funds		28,898	-	28,898	2,817
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>195,255</u>	<u>-</u>	<u>195,255</u>	<u>192,438</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>224,153</u></b>	<b><u>-</u></b>	<b><u>224,153</u></b>	<b><u>195,255</u></b>

The notes form part of these financial statements

HUMANIST SOCIETY SCOTLAND (REGISTERED NUMBER: SC413697)

**BALANCE SHEET  
AT 31 DECEMBER 2018**

	Notes	Unrestricted fund £	Restricted funds £	Total 2018 funds £	Total 2017 funds £
<b>FIXED ASSETS</b>					
Tangible assets	13	12,343	-	12,343	16,456
<b>CURRENT ASSETS</b>					
Debtors	14	24,876	-	24,876	28,266
Cash at bank		<u>226,733</u>	<u>-</u>	<u>226,733</u>	<u>184,068</u>
		251,609	-	251,609	212,334
<b>CREDITORS</b>					
Amounts falling due within one year	15	<u>(39,799)</u>	<u>-</u>	<u>(39,799)</u>	<u>(33,535)</u>
<b>NET CURRENT ASSETS</b>					
		<u>211,810</u>	<u>-</u>	<u>211,810</u>	<u>178,799</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>224,153</u>	<u>-</u>	<u>224,153</u>	<u>195,255</u>
<b>NET ASSETS</b>					
		<u>224,153</u>	<u>-</u>	<u>224,153</u>	<u>195,255</u>
<b>FUNDS</b>					
Unrestricted funds:	17				
General fund				224,153	195,255
Restricted funds				<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>					
				<u>224,153</u>	<u>195,255</u>

The notes form part of these financial statements

**BALANCE SHEET - CONTINUED**  
**AT 31 DECEMBER 2018**

---

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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 by the Board of Trustees on 16 April 2019 and were signed on its behalf by:



John Bishop -Trustee



Lynne Ramsay -Trustee

## HUMANIST SOCIETY SCOTLAND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

---

#### 1. GENERAL INFORMATION

The charity is a company limited by guarantee, incorporated and registered in Scotland, under company number SC413697, and has no share capital. The liability of each member in the event of winding up is limited to £1.

The charity's registered number is SC026570.

The registered office is Playfair House, 6 Broughton Street Lane, Edinburgh, EH1 3LY.

#### 2. ACCOUNTING POLICIES

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

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements of the charity 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 Ireland', the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value.

##### **Going concern**

Having prepared budgets and cash flows, considered monthly management accounts and available working capital, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. They continue to believe the going concern basis of accounting appropriate in preparing the annual financial statements. There are no material uncertainties about the charity's ability to continue as a going concern.

##### **Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

##### **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**

Costs relating to raising funds and charitable activities are charged to the Statement of Financial Activities on an accruals basis. Expenditure is recognised when there is a legal or constructive obligation to pay for expenditure. Irrecoverable VAT is charged to the Statement of Financial Activities as an expense.

Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities costs includes costs incurred directly in meeting the objectives of the charity, including support costs and governance costs apportioned to charitable activities and support costs incurred in support of direct expenditure.

Governance costs, a category within Support costs, are costs attributable to compliance with the charity's constitutional and statutory requirements.



## HUMANIST SOCIETY SCOTLAND

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2018

---

#### 2. ACCOUNTING POLICIES - continued

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

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

Fixtures and fittings	- 25% on cost
Computer equipment and website	- 25% on cost

##### **Taxation**

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

##### **Fund accounting**

Unrestricted general funds, are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds: these funds relate to income which is made available under specific direction by the donor or when funds are raised for a particular restricted purpose.

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

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

##### **Debtors**

Accrued income and other debtors are all recognised at the settlement amount due with appropriate allowances for any irrecoverable amounts when there is objective evidence that the asset is impaired.

##### **Cash and cash equivalents**

Cash and cash equivalents in the balance sheet comprise cash on hand and cash at bank with a short term of maturity, being twelve months or less, from opening of the deposit or similar account.

##### **Creditors**

Creditors, other creditors and accruals are all recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors, other creditors and accruals are normally recognised at their settlement amount after allowing for any trade discounts due.

#### 3. DONATIONS AND LEGACIES

	2018	2017
	£	£
Donations	58,556	51,320
Membership dues	<u>155,317</u>	<u>149,353</u>
	<u>213,873</u>	<u>200,673</u>

HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

4. INVESTMENT INCOME

	2018 £	2017 £
Investment income	<u>442</u>	<u>1,075</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2018 £	2017 £
Ceremony registration dues	Services	167,938	155,820
Celebrant training	Services	32,811	27,692
Annual conference and gathering	Membership events	<u>12,418</u>	<u>7,210</u>
		<u>213,167</u>	<u>190,722</u>

The total of Services income above is £200,749 (2017: £183,512).

Income shown in Annual Conference and Gathering is split between the 2 events as £3,169 and £9,249 respectively.

The related expenditure is included within the Direct Costs breakdown below. The related costs are £3,872 and £10,809 for the Annual Conference and Gathering respectively.

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7) £	Support costs (See note 8) £	Totals £
Services	157,498	89,558	247,056
Communication & public affairs	50,995	53,469	104,464
Membership events	<u>24,587</u>	<u>22,477</u>	<u>47,064</u>
	<u>233,080</u>	<u>165,504</u>	<u>398,584</u>

HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	Services £	Communication & public affairs £	Membership events £	2018 £	2017 £
Staff costs	75,519	42,071	11,837	129,427	132,430
Membership expenses	136	-	7,427	7,563	10,508
Celebrant management, training & administration	33,508	-	691	34,199	18,651
Annual gathering	10,809	-	-	10,809	9,411
Annual conference	-	-	3,872	3,872	4,184
Policy & campaign expenses	7,158	-	-	7,158	13,327
Website & IT costs	2,697	-	-	2,697	6,956
Humanitie	-	-	760	760	7,109
Promotion and advertising	10,908	990	-	11,898	10,472
Area Officers	12,180	-	-	12,180	13,075
EHF & EHP Board Meetings	-	3,563	-	3,563	3,121
International donation	-	1,740	-	1,740	1,562
Streetcare Scotland	-	2,631	-	2,631	-
Celebrant Forums	833	-	-	833	-
Legal fees	3,750	-	-	3,750	-
	<u>157,498</u>	<u>50,995</u>	<u>24,587</u>	<u>233,080</u>	<u>230,806</u>

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Services	84,032	5,526	89,558
Communication & public affairs	50,331	3,138	53,469
Membership events	<u>20,683</u>	<u>1,794</u>	<u>22,477</u>
	<u>155,046</u>	<u>10,458</u>	<u>165,504</u>

HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

8. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

**Management**

	Services			2018	2017
	Communication & public affairs	Membership events	Total activities	Total activities	
	£	£	£	£	£
Staff costs	42,263	23,052	11,526	76,841	59,759
Social security	2,837	1,547	774	5,158	4,105
Pensions	2,492	1,360	680	4,532	2,707
Office rental & utilities	14,000	6,976	2,498	23,474	24,954
Postage, stationery & telephone	2,037	3,828	603	6,468	4,901
Website & IT costs	4,633	4,028	1,196	9,857	8,102
Subscriptions	4,664	2,544	1,272	8,480	5,605
Management & administration support	1,378	661	380	2,419	10,815
Travel & meeting expenses	2,516	2,796	544	5,856	1,779
Insurance	1,875	1,022	511	3,408	2,993
Bank charges	158	87	43	288	223
Legal & professional	227	124	62	413	997
Bad debts	217	118	59	394	1,707
Depreciation	7,325	3,601	1,242	12,168	11,932
Irrecoverable VAT	(2,590)	(1,413)	(707)	(4,710)	7,736
	<u>84,032</u>	<u>50,331</u>	<u>20,683</u>	<u>155,046</u>	<u>148,315</u>

**Governance costs**

	Services			2018	2017
	Communication & public affairs	Membership events	Total activities	Total activities	
	£	£	£	£	£
Trustees' expenses	545	422	437	1,404	2,589
Staff costs	2,601	1,418	709	4,728	3,622
Social security	224	122	61	407	249
Pensions	130	71	35	236	204
Independent examiner fee	1,889	1,031	515	3,435	3,555
Postage and stationery	-	-	-	-	193
Depreciation of tangible fixed assets	137	74	37	248	120
	<u>5,526</u>	<u>3,138</u>	<u>1,794</u>	<u>10,458</u>	<u>10,532</u>

**HUMANIST SOCIETY SCOTLAND**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018**

---

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

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

	2018	2017
	£	£
Independent examiner fee (net of VAT)	2,863	2,963
Depreciation - owned assets	<u>12,415</u>	<u>12,052</u>

**10. TRUSTEES' REMUNERATION AND BENEFITS**

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

**Trustees' expenses**

In the capacity of work undertaken for the charitable activities of the Society the trustees were reimbursed expenses of £412 (2017: £542) during the year.

## HUMANIST SOCIETY SCOTLAND

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 DECEMBER 2018

---

#### 11. STAFF COSTS

	2018	2017
	£	£
Wages and salaries	196,173	181,088
Social security costs	13,573	12,438
Other pension costs	<u>11,583</u>	<u>9,550</u>
	<u>221,329</u>	<u>203,076</u>

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

	2018	2017
Humanist Activities	<u>8</u>	<u>8</u>

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

During the financial year the key management personnel of the charity consisted of the trustees and the chief executive. The total employee benefits including Employer's National Insurance costs of the key management personnel in the year were £50,257 (2017: £46,904).

HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	200,673	-	200,673
<b>Charitable activities</b>			
Services	183,512	-	183,512
Membership events	7,210	-	7,210
Investment income	<u>1,075</u>	<u>-</u>	<u>1,075</u>
<b>Total</b>	<b>392,470</b>	<b>-</b>	<b>392,470</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Services	218,805	-	218,805
Communication & public affairs	104,549	-	104,549
Membership events	<u>66,299</u>	<u>-</u>	<u>66,299</u>
<b>Total</b>	<b>389,653</b>	<b>-</b>	<b>389,653</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>2,817</b>	<b>-</b>	<b>2,817</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>192,438</b>	<b>-</b>	<b>192,438</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>195,255</u></b>	<b><u>-</u></b>	<b><u>195,255</u></b>

HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

13. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment and website £	Totals £
<b>COST</b>			
At 1 January 2018	7,920	40,289	48,209
Additions	-	8,302	8,302
At 31 December 2018	<u>7,920</u>	<u>48,591</u>	<u>56,511</u>
<b>DEPRECIATION</b>			
At 1 January 2018	2,744	29,009	31,753
Charge for year	<u>1,980</u>	<u>10,435</u>	<u>12,415</u>
At 31 December 2018	<u>4,724</u>	<u>39,444</u>	<u>44,168</u>
<b>NET BOOK VALUE</b>			
At 31 December 2018	<u>3,196</u>	<u>9,147</u>	<u>12,343</u>
At 31 December 2017	<u>5,176</u>	<u>11,280</u>	<u>16,456</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade debtors	15,428	17,867
Other debtors	1,396	1,642
Prepayments	<u>8,052</u>	<u>8,757</u>
	<u>24,876</u>	<u>28,266</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	4,337	8,174
Social security and other taxes	4,693	3,944
VAT	7,402	5,458
Other creditors	46	1,380
Deferred income	8,926	4,963
Accrued expenses	<u>14,395</u>	<u>9,616</u>
	<u>39,799</u>	<u>33,535</u>

All opening deferred income was released in the year in line with the relevant activity.



HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

16. LEASING AGREEMENTS

At 31 December 2018, the charity had total commitments under non-cancellable operating leases over the remaining life of those leases as follows:

	2018 £	2017 £
Within one year	19,325	19,325
Between one and five years	<u>9,662</u>	<u>28,987</u>
	<u>28,987</u>	<u>48,312</u>

17. MOVEMENT IN FUNDS

	At 1.1.18 £	Net movement in funds £	Transfers between funds £	At 31.12.18 £
<b>Unrestricted funds</b>				
General fund	195,255	29,529	(631)	224,153
<b>Restricted funds</b>				
Streetcare Scotland	-	(631)	631	-
<b>TOTAL FUNDS</b>	<u>195,255</u>	<u>28,898</u>	<u>-</u>	<u>224,153</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	425,482	(395,953)	29,529
<b>Restricted funds</b>			
Streetcare Scotland	2,000	(2,631)	(631)
<b>TOTAL FUNDS</b>	<u>427,482</u>	<u>(398,584)</u>	<u>28,898</u>

Comparatives for movement in funds

	At 1.1.17 £	Net movement in funds £	At 31.12.17 £
<b>Unrestricted Funds</b>			
General fund	192,438	2,817	195,255
<b>TOTAL FUNDS</b>	<u>192,438</u>	<u>2,817</u>	<u>195,255</u>

HUMANIST SOCIETY SCOTLAND

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 DECEMBER 2018

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	392,470	(389,653)	2,817
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>392,470</u>	<u>(389,653)</u>	<u>2,817</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.17 £	Net movement in funds £	Transfers between funds £	At 31.12.18 £
<b>Unrestricted funds</b>				
General fund	192,438	32,346	(631)	224,153
<b>Restricted funds</b>				
Streetcare Scotland	<u>-</u>	<u>(631)</u>	<u>631</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>192,438</u>	<u>31,715</u>	<u>-</u>	<u>224,153</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	817,952	(785,606)	32,346
<b>Restricted funds</b>			
Streetcare Scotland	<u>2,000</u>	<u>(2,631)</u>	<u>(631)</u>
<b>TOTAL FUNDS</b>	<u>819,952</u>	<u>(788,237)</u>	<u>31,715</u>

18. RELATED PARTY DISCLOSURES

During the year trustees received no remuneration in their capacity of trustees of the charity. One trustee performed other services for the charity providing celebrant training and received £9,400 (2017: One trustee received fees for training and expenses of £8,125 in total).

A minority of the trustees were also celebrants and paid registration dues in respect of the ceremonies they conducted to the charity at the set rate.