



## Mutual Societies Annual Return Form (AR30)

For societies registered under the Co-operative and Community Benefit Societies Act 2014

### Society name:

Edinburgh Community Solar Limited

### Important information you should read before completing this form

You must use this form if you are a:

- registered society (previously referred to as an 'industrial and provident society')
- co-operative society
- community benefit society

registered under the Co-operative and Community Benefit Societies Act 2014.

You must submit this form and the society's accounts within 7 months of the end of your financial year. Failure to submit is an offence for which the society may be prosecuted.

Please note:

- we have an information note that may assist you in completing this application
- any personal details you give on the form will be placed on the society's public file.
- it is important you give accurate and complete information and disclose all relevant information. If you do not, it may take us longer to process your annual return.

Please keep a copy of the form and supporting documents for future reference.

### Terms in this form

'FCA', 'PRA', 'us' and 'we' refer to the Financial Conduct Authority or Prudential Regulation Authority.

'You' refers to the person signing the form on behalf of the society.

'The 2014 Act' is the Co-operative and Community Benefit Societies Act 2014



## Mutual Societies Annual Return Form (AR30)

For societies registered under the Co-operative and Community Benefit Societies Act 2014

### Filling in the form

**1** If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print the completed form and arrange for it to be signed by all relevant individuals.

**2** If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed and dated by all relevant individuals.

**3** If you make a mistake, cross it out and initial the changes; do not use correction fluid.

**4** If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will treat the application as incomplete. This will increase the time taken to assess your application.

**5** If there is not enough space on the form, you may use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number. Any separate sheets should be signed by the signatories to the form.

**6** Email a scanned copy of the signed form and supporting documents to

[mutualsannrtns@fca.org.uk](mailto:mutualsannrtns@fca.org.uk)

or send it by post to:

Mutuals Team  
Financial Conduct Authority  
25 The North Colonnade  
Canary Wharf  
LONDON  
E14 5HS

**7.** Please make sure you include:

- this form
- a set of printed accounts – signed by two members and the secretary (3 signatures in total)
- an audit report or accountant's report where required; and
- any supporting documents.

## 1

## Details of society

## 1.1 Details of the society

Register number	32277R
Registered office address	Friends of the Earth, Thorn House, 5 Rose Street, Edinburgh
Postcode	EH2 2PR

## 1.2 Year end date (dd/mm/yyyy)

See Note 1.2

3	0	/	0	9	/	2	0	1	8
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**Committee of management**

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date on which the return is signed should be entered below in BLOCK CAPITALS.

## 1.3 Details of Chairman

Name	Mrs Lesley Hinds
Address	4 Easter Drylaw Place Edinburgh
Postcode	EH4 2QD
Year of birth	1956
Business occupation and other directorships	Retired

## 1.4 Details of Treasurer

Name	N/A
Address	
Postcode	
Year of birth	yyyy
Business occupation and other directorships	

## 1.5 Details of Secretary

Name	Mrs Annette Heslop
Address	43 Ormsgill Lane Barrow-in-Furness Cumbria
Postcode	LA14 4AE
Year of birth	1956
Business occupation and other directorships	Finance Director Energy4All Limited, see separate sheet

## 1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
Lesley Hinds	4 Easter Drylaw Place Edinburgh EH4 2QD	1956	Retired
Johanna Carrie	2 Caiystane View Edinburgh EH10 6SQ	1939	Retired - See separate sheet
Ian Fairlie	115 Riversdale Road Highbury London N5 2SU	1944	Retired - See separate sheet
Andrew Murphy	36/6 Lochrin Buildings Gilmore Place Edinburgh EH3 9ND	1984	Project Manager - None
Kate Studd	16a Carlton Terrace Edinburgh EH7 5DD	1975	Freelance Charity Manager - None
Jim Lee	64 Rederech Crescent Hamilton Lanarkshire ML3 8QE	1957	Project Officer - See attached

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

1

**Please continue, answering all questions.**

**1.7 Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986?**

- ☒ No  
☐ Yes

**1.8 Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000?** (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number

- ☒ No  
☐ Yes

Financial Services Register firm reference number

**1.9 Is the society a subsidiary of another society?**

- ☒ No  
☐ Yes

**1.10 Does the society have one or more subsidiaries?**

- ☒ No  
☐ Yes

**1.11 Is the society currently accepted by the HM Revenue and Customs as a charity for tax purposes?**

- ☒ No  
☐ Yes

Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:

- ☐ Yes

**1.12 Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?**

- ☒ No  
☐ Yes ▶ provide your Scottish Charity number below

**1.13 Is the society registered with one of the following (please tick)?**

- ☐ Homes and Communities Agency  
☐ The Welsh Ministers  
☐ Scottish Housing Regulator

If so, please provide your register number

**All societies must answer the following questions:**

- if a **bona fide co-operative society** go to question 1.14
- if **existing for the benefit of the community** go to question 1.19

**Bona fide co-operative society**

**1.14 How did members benefit from the business, industry or trade of the society during the year?**

N/A

**1.15 Is membership of the society required to obtain the benefits offered by it?**

☐ Yes

☐ No

**1.16 In what way did members participate in an ongoing basis in the society's primary business during the year?**

N/A

**1.17 How did members democratically control the society?**

N/A

**1.18 How did the society use any surplus/profit?**

If the society distributed the surplus/profit to members please explain how this was done.

N/A

Please use separate sheets of paper if you need more space (see section 5 above)

Please indicate how many separate sheets of paper you have used.

**Continue to 2.1**

## Community benefit society

### 1.19 Who are the community the society benefited?

The City of Edinburgh

### 1.20 How did the society benefit that community during the year?

We generated 1,094,349.90kWh renewable energy from rooftop solar PV which was then used by the host buildings in the community

We worked on proposals for new solar roof top installations (Solar 2), working in partnership with other organisations, campaigning for a better deal for Renewable Projects and launching the Community Benefit Fund.

### 1.21 How did the society use any surplus/profit?

Out of the surplus earned during the year, the members will vote at their AGM for £5,075 to remain in the reserves and £5,000 to be allocated to the community benefit fund.

Please use separate sheets of paper if you need more space (see section 5 above).

Please indicate how many separate sheets of paper you have used.

**Continue to 2.1**



# 2 Statistics

## Account details

### 2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

A	Members at beginning of year	542
B	Members ceased during year	4
C	Members admitted during year	2
D	Members at end of year	540
E	Turnover for year	215,474
F	Total of income and expenditure (receipts and payments added together)	434,346
G	Net surplus/(deficit) for year	5,076
H	Fixed assets	1,364,854
I	Current assets	118,794
J	Total assets (equal to amount in row O, below)	1,483,649
K	Current liabilities	21,520
L	Share capital	1,477,497
M	Long-term liabilities	(55,621)
N	Reserves	40,253
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	1,483,649
All societies (excluding clubs) must complete boxes P-T		
P	Investments in other registered societies	Nil
Q	Loans from members	Nil
R	Loans from Employees' Superannuation Schemes	Nil
S	Dividends on sales	Nil
T	Share interest	79,751

**2.2 Names of subsidiaries as defined in sections 100 and 101 of the Co-operative and Community Benefit Societies Act 2014**

None

**2.3 Names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions (as approved by the FCA)**

The society must have written authority from us to exclude a subsidiary from group accounts

None

# 3

## The audit

### 3.1 Type of audit used for the attached accounts.

If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.

- ☐ Full professional audit    ▶ Continue to section 4
- ☒ Accountant's report        ▶ Complete questions 3.2 and 3.3
- ☐ Lay audit                      ▶ Complete questions 3.2 and 3.3
- ☐ Unaudited                    ▶ Complete questions 3.2 and 3.3

### 3.2 Do the society's registered rules allow the society not to undertake a full professional audit?

- ☐ No
- ☒ Yes

### 3.3 Has the membership passed at a general meeting a resolution allowing the society not to undertake a full professional audit for the year of account in question? (In accordance with section 84 of the Co-operative and Community Benefit Societies Act 2014)

- ☐ No
- ☒ Yes

# 4 Accounts and signature

## Accounts

### 4.1 Date on which the accounts and balance sheet will be/were laid before the AGM (dd/mm/yyyy)

1	6	/	0	3	/	2	0	1	9
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### 4.2 Has your society produced accounts to the minimum standard required?

☒ Yes ▶ you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members. ☒ Attached

☐ No ▶ you must produce accounts to the minimum standard required, see notes for details.

## Signature – all societies to complete

### 4.3 The Secretary of the society must sign and date below

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	Annette Heslop
Signature	
Phone number	01229 821028
Email	annette@energy4all.co.uk
Date	11/03/2019

## **Edinburgh Community Solar Co-op Limited** **Directorships Held**

### **1.6 Details of Members of the Committee**

#### **Additional page**

<b><u>Name</u></b>	<b><u>Address</u></b>	<b><u>Year of Birth</u></b>	<b><u>Occupation</u></b>
Dr Stephen Burgess	23 Royal Park Terrace, Edinburgh, EH8 8JB	1961	City Councillor
Jenny Allen	65 corstorphine hill crescent, Edinburgh eh12 6LJ	1980	Solicitor
Fiona Douglas	1/6 Dun-Ard Garden, Edinburgh, EH9 2HZ	1991	Energy & Sustainability Manager
Karen Doran	City Chambers, High Street, Edinburgh, EH1 1YJ	1961	Edinburgh City Councillor
Annette Heslop	43 Ormsgill Lane, Barrow-in-Furness, Cumbria, LA14 4AE	1956	Director
Lesley Macinnes	City Chambers, High Street, Edinburgh, EH1 1YJ	1961	City Councillor

#### **Johanna Carrie**

Harlaw Hydro  
Friends of Fairmilehead Park  
Transition Edinburgh South

#### **Lesley Hinds**

North Edinburgh Arts  
One City Trust  
Volunteering Matters Advisory Board  
Capital Carers Ltd

#### **Stephen Burgess**

Changeworks Resources for Life  
Energy for Edinburgh

#### **Karen Doran**

Energy for Edinburgh  
Transport for Edinburgh Limited

#### **Jim Lee**

Arrochar Community Hydro Society Ltd  
Edinburgh Community Solar Ltd  
Lanarkshire Credit Union  
Cooperative Education Trust Scotland  
Co-op Party Ltd  
Radical Renewable Art and Activism Community Energy Society Limited  
Highland Community Energy Society Limited  
Buchanan Community Hydro Society Limited  
Allt Dearg Limited  
Allt Laghain Limited  
Isle of Skye Renewables Co-operative Limited  
Assel Valley Community Renewables Society Limited  
Dundee Renewable Energy Society

#### **Lesley Macinnes**

Transform Scotland  
Energy for Edinburgh Ltd  
Transport for Edinburgh Ltd

#### **Ian Fairlie**

Campaign for Nuclear Disarmament

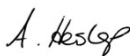
#### **Fiona Douglas**

None

#### **Annette Heslop**

Arrochar Community Hydro Society Ltd  
Energy4All Limited  
Highwinds Community Energy Society Ltd  
Community Energy Management Company Ltd  
The Wind Company UK Ltd  
Loch a'Bhraoin Community Energy Society Limited  
Radical Renewable Art and Activism Community Energy Society Limited  
Phoenix Community Energy Society Limited  
Yorkshire Community Energy Society Limited  
Assel Valley Community Renewables Society Ltd  
Dundee Renewable Energy Society

Signed:



Dated:

11/03/2019

**EDINBURGH COMMUNITY SOLAR LIMITED**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2018**

# EDINBURGH COMMUNITY SOLAR LIMITED

## COMPANY INFORMATION

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<b>Directors</b>	Ms M J Carrie	
	Mrs L Hinds	
	Ms K Studd	
	Mr J Lee	
	Dr I Fairlie	
	Mr A Murphy	
	Cllr S Burgess	
	Cllr K Doran	
	Cllr L Macinnes	
	Ms J Allen	(Appointed 3 March 2018)
	Miss F Douglas	(Appointed 19 April 2018)
<b>Secretary</b>	Mrs A Heslop	
<b>Company number</b>	32277R	
<b>Registered office</b>	Friends of the Earth Thorn House 5 Rose Street EDINBURGH EH2 2PR	
<b>Accountants</b>	Melville & Co Unit 17-18, Trinity Enterprise Centre Furness Business Park Ironworks Road Barrow-in-Furness LA14 2PN	

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# EDINBURGH COMMUNITY SOLAR LIMITED

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# EDINBURGH COMMUNITY SOLAR LIMITED

## DIRECTORS' REPORT

### FOR THE YEAR ENDED 30 SEPTEMBER 2018

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The directors present their annual report and financial statements for the year ended 30 September 2018.

#### Principal activities

The principal activity of the company continued to be that of the supply of electricity from solar energy.

#### Directors

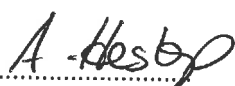
The directors who held office during the year and up to the date of signature of the financial statements were as follows:

Ms M J Carrie	
Mr R J Dixon	(Resigned 3 March 2018)
Mr D J C Hawkey	(Resigned 30 September 2018)
Mrs L Hinds	
Ms K Studd	
Mr J Lee	
Dr I Fairlie	
Mr A Murphy	
Cllr S Burgess	
Cllr K Doran	
Cllr L Macinnes	
Ms J Allen	(Appointed 3 March 2018)
Miss F Douglas	(Appointed 19 April 2018)

In accordance with the rules of the society Dr I Fairlie and Mr L Hinds will retire at the AGM by rotation and, being eligible will seek re-election.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

By order of the board



Mrs A Heslop

Secretary

Date: 29/11/18

# EDINBURGH COMMUNITY SOLAR LIMITED

## CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF EDINBURGH COMMUNITY SOLAR LIMITED FOR THE YEAR ENDED 30 SEPTEMBER 2018

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In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Edinburgh Community Solar Limited for the year ended 30 September 2018 set out on pages 3 to 8 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance>.

This report is made solely to the Board of Directors of Edinburgh Community Solar Limited, as a body, in accordance with the terms of our engagement letter dated 2 March 2016. Our work has been undertaken solely to prepare for your approval the financial statements of Edinburgh Community Solar Limited and state those matters that we have agreed to state to the Board of Directors of Edinburgh Community Solar Limited, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Edinburgh Community Solar Limited and its Board of Directors as a body, for our work or for this report.

It is your duty to ensure that Edinburgh Community Solar Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Edinburgh Community Solar Limited. You consider that Edinburgh Community Solar Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Edinburgh Community Solar Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

*Melville r6*

Melville & Co

Chartered Accountants

*29/11/2018*  
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Unit 17-18, Trinity Enterprise Centre  
Furness Business Park  
Ironworks Road  
Barrow-in-Furness  
LA14 2PN

# EDINBURGH COMMUNITY SOLAR LIMITED

## PROFIT AND LOSS ACCOUNT

**FOR THE YEAR ENDED 30 SEPTEMBER 2018**

	Notes	2018 £	2017 £
Turnover		215,474	214,429
Cost of sales		(99,799)	(82,949)
<b>Gross profit</b>		<b>115,675</b>	<b>131,480</b>
Administrative expenses		(34,775)	(32,925)
Other operating income		4,237	4,100
<b>Operating profit</b>		<b>85,137</b>	<b>102,655</b>
Interest payable and similar expenses		(310)	(3,809)
<b>Profit before taxation</b>		<b>84,827</b>	<b>98,846</b>
Taxation		-	-
<b>Profit after taxation</b>		<b>84,827</b>	<b>98,846</b>
Members share interest		(79,751)	(75,796)
<b>Profit for the financial year</b>		<b>5,076</b>	<b>23,050</b>

# EDINBURGH COMMUNITY SOLAR LIMITED

## BALANCE SHEET

AS AT 30 SEPTEMBER 2018

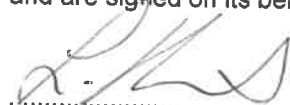
	Notes	2018 £	£	2017 £	£
<b>Fixed assets</b>					
Tangible assets	2	1,364,854		1,440,680	
Investments	3		1		1
		<u>1,364,855</u>		<u>1,440,681</u>	
<b>Current assets</b>					
Debtors	4	84,894		66,558	
Cash at bank and in hand		33,900		132,156	
		<u>118,794</u>		<u>198,714</u>	
<b>Creditors: amounts falling due within one year</b>	5	(21,520)		(185,432)	
<b>Net current assets</b>			97,274		13,282
<b>Total assets less current liabilities</b>			<u>1,462,129</u>		<u>1,453,963</u>
<b>Capital and reserves</b>					
Called up share capital	6	1,477,497		1,477,497	
Share offer costs		(55,621)		(58,711)	
Profit and loss reserves		40,253		35,177	
<b>Total equity</b>			<u>1,462,129</u>		<u>1,453,963</u>

For the financial year ended 30 September 2018 the company was entitled to exemption from audit. No member of the Co-operative has deposited a notice requiring an audit of these financial statements.

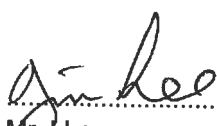
The directors acknowledge their responsibilities for ensuring that the company keeps proper accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the Co-operative as at the end of the financial year and of its profit or loss for the financial year and which otherwise comply with the requirements of the Co-operative and Community Benefit Societies Act 2014 relating to accounts, so far as applicable to the Co-operative.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the board of directors and authorised for issue on 29/11/18 and are signed on its behalf by:



Mrs L Hinds  
Director



Mr J Lee  
Director

Company Registration No. 32277R

# EDINBURGH COMMUNITY SOLAR LIMITED

## STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 30 SEPTEMBER 2018

	Notes	Share capital £	Share offer costs £	Profit and loss reserves £	Total £
<b>Balance at 1 October 2016</b>		1,477,497	(61,801)	12,127	1,427,823
<b>Year ended 30 September 2017:</b>					
Profit and total comprehensive income for the year		-	-	98,846	98,846
Members share interest		-	-	(75,796)	(75,796)
Other movements		-	3,090	-	3,090
<b>Balance at 30 September 2017</b>		1,477,497	(58,711)	35,177	1,453,963
<b>Year ended 30 September 2018:</b>					
Profit and total comprehensive income for the year		-	-	84,827	84,827
Members share interest		-	-	(79,751)	(79,751)
Share offer costs - released in year		-	3,090	-	3,090
<b>Balance at 30 September 2018</b>		1,477,497	(55,621)	40,253	1,462,129

# EDINBURGH COMMUNITY SOLAR LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2018

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### 1 Accounting policies

#### Company information

Edinburgh Community Solar Limited is a community benefit society registered under the Co-operative and Community Benefit Societies Act 2014. The registered office is Friends of the Earth, Thorn House, 5 Rose Street, EDINBURGH, EH2 2PR.

#### 1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"). The disclosure requirements of section 1A of FRS 102 applicable to smaller companies have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Turnover

Turnover is recognised at the fair value of the consideration received or receivable for electricity generated by solar panels from the Feed in Tariff and from selling excess electricity generated provided in the normal course of business, and is shown net of VAT and other sales related taxes. The fair value of consideration takes into account trade discounts, settlement discounts and volume rebates.

#### 1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and machinery	5% on cost
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

#### 1.4 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.5 Equity instruments

Equity instruments issued by the company are recorded at the proceeds received, net of direct issue costs. Dividends payable on equity instruments are recognised as liabilities once they are no longer at the discretion of the company.

# EDINBURGH COMMUNITY SOLAR LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 1 Accounting policies (Continued)

#### 1.6 Grants

Grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

#### 1.7 Share offer costs

Share offer costs are capitalised as a negative reserve and are released to profit on the same basis as the underlying assets that the share offer financed, being 5% on cost from the year when all the plant became operational.

#### 1.8 Members share interest

Share interest has been calculated by applying the target share interest rate in the share offer document.

### 2 Tangible fixed assets

	Plant and machinery etc £
<b>Cost</b>	
At 1 October 2017 and 30 September 2018	1,516,504
<b>Depreciation and impairment</b>	
At 1 October 2017	75,825
Depreciation charged in the year	75,825
At 30 September 2018	151,650
<b>Carrying amount</b>	
At 30 September 2018	1,364,854
At 30 September 2017	1,440,680

### 3 Fixed asset investments

	2018 £	2017 £
Investments	1	1

The investment is a minority interest of one share in Energy4All Limited