

COMPANY REGISTRATION NUMBER: SC369857
CHARITY REGISTRATION NUMBER: SC020530

Douglas St Bride's Community Group
Company Limited by Guarantee
Unaudited Financial Statements
For the year ended
31 January 2017

I.A.STEWART & CO
Chartered Accountants
The Mechanics Workshop
New Lanark
ML11 9DB

Douglas St Bride's Community Group

Company Limited by Guarantee

Financial Statements

Year ended 31 January 2017

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Douglas St Bride's Community Group

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 January 2017

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 January 2017.

Reference and administrative details

| | |
|---|---|
| Registered charity name | Douglas St Bride's Community Group |
| Charity registration number | SC020530 |
| Company registration number | SC369857 |
| Principal office and registered office | St Brides Centre Braehead Douglas Lanark ML11 0PT Scotland |

The trustees

Dr W Sinclair Scott (Chairperson)
Mr Thomas Clark (Treasurer)
Mr John B Gold
Mr Tom Blackwood
Miss Karen MacMillan
Mr Kyle J MacMillan
Mrs Sarah L Peters
Ms Kim K Ashford

Accountants

I.A.Stewart & Co
Chartered Accountants
The Mechanics Workshop
New Lanark
ML11 9DB

Bankers

Royal Bank of Scotland plc
45 Ayr Road
Douglas
Lanarkshire

Douglas St Bride's Community Group

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 January 2017

Structure, governance and management

The Douglas St. Bride's Community Group is a charity constituted as a company limited by guarantee and is controlled by its Articles of Association, which details the purpose and administration arrangements of the charity. The Directors of the company are also Charity Trustees for the purposes of charity law. The Members of the company consist of the subscribers at its incorporation and those subsequently admitted by the Trustees.

Members have the right to attend the annual general meeting and elect people to serve as Trustees. The Trustees, of which there will be at least three, control and supervise the activities of the company and monitor its financial position. The quorum for general meetings is three members or ten percent of the total number of members of the company if higher.

The Trustees have the power to appoint new Trustees, either to fill a vacancy or as a new appointment. New Trustees are provided with appropriate guidance in relation to their responsibilities. The Trustees are all volunteers and are drawn from different backgrounds to ensure the Charity has an appropriate mix of skills and advice at its disposal.

The Trustees have considered the risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Objectives and activities

The objects of the company as set out in the Articles of Association are:

1. To promote the benefit of the inhabitants of the village of Douglas and environs without distinction of political, religious or other opinions, by associating the Local Authority, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
2. To secure the establishment, maintenance and management of a Community Centre, for activities promoted by the Group in furtherance of the charities objects.
3. To organise fund-raising and social activities to maintain the financial viability of the Centre.
4. To co-ordinate a User Group Forum to ensure community and customer needs are being met.
5. To monitor activity at the Centre and to ensure an appropriate balance of educational and social activity for all within the community.
6. To operate the "Second Glance" charity shop in the village of Douglas as an income source and to promote volunteering in the community.

Douglas St Bride's Community Group

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 January 2017

Achievements and performance

The Group have entered on their fifth year of operations since the completion of our major refurbishment. We continue to carry out re-appraisal on a regular basis. The Board's vision of what was required to prevent the steady decline of the Centre and its surrounds has been achieved, but the operation of the Centre and the Charity Shop continue to require a great deal of hard work, both physical and mental. These tasks are being carried out by totally dedicated volunteers who have given hours of their time. We are grateful also for the generosity of local bodies, national funders, and the continuing support of South Lanarkshire Council.

Our Manager's post came to an end during the year, and the Board came to a decision to create two new posts. A recruitment process was carried out and a Business Development Manager appointed, funded by BIG Lottery. The second post, a Centre Administrator, has been funded from the Group's own resources. It was agreed that this would be a more efficient system, the Administrator concentrating efforts on the day to day operations, allowing the Manager to explore new programs and progress existing projects, reporting regularly to Board. This is already proving successful and bearing fruit.

The Centre continues to function well, most of the snagging issues having been dealt with. The heating system is efficiently managed by Douglas Ecoheat, who give many hours on a voluntary basis to ensure its smooth operation. The Ecoheat Board have established a new servicing contract and have had the exterior of the plant re-coated.

We continue to receive janitorial services from South Lanarkshire Leisure staff, a vital contribution to the Centre's finances. The Administrator now covers the Friday afternoon duties, and we employ part time staff at weekends. Mention must be made of our Charity Shop, staffed on six days each week by sixteen volunteers. The Shop makes a valuable contribution to our finances. It provides re-cycling, an opportunity for community service for young folk on youth award schemes, and a much appreciated service in the village. Plans are at last advancing through new funding streams to acquire and develop the premises, thus improving the facility, increasing our income, and strengthening the Group's sustainability. We have engaged with Scottish Land Fund to this end, and the Development Manager is making good progress.

There continues to be concern that we might lose the Cafe facility, which is of course also a training scheme run by the Coalyard, a development initiated by Social Works Department, due to local authority cash restrictions. We have received assurances that there are no plans for closure in this financial year.

The Gym continues to be a great success, with its membership recently strengthened largely due to new exercise classes on offer. Demand for these classes has been increasing, with a rise in Centre usage both on week-nights and at weekends. Business usage has continued to expand, much use of our facilities being made by various energy firms. We are represented on a joint exercise to deliver further wind farm funding to the local community.

A partnership with Healthy Valleys is developing, with the Centre being designated as a Community Hub for a raft of new programs attempting to fulfil their aim of eliminating health inequalities.

Further training sessions have taken place on Food Hygiene, First Aid, and Bar Duties.

We enter another year of operations intent upon improving our sustainability.

Douglas St Bride's Community Group

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 January 2017

Financial review

The total income in the year amounted to £128,218 (2016 - £73,964). Income derived from grants received in the year amounted to £40,544 (2016 - £nil). Expenditure per the SOFA totalled to £152,765 (2016 - £132,423). Income and expenditure includes donated services of £27,334 (2016 - £26,036).

Reserves policy

The trustees aim to maintain sufficient free liquid reserves in unrestricted funds so as to enable them to consider a range of initiatives which may be suitable for financial assistance. Liquid reserves at 31 January 2017 amounted to £36,845 (2016 - £31,416) which was deemed an appropriate sum to meet the ongoing working capital requirements of the company.

The designated fund reflects the net book value of the property improvements, excluding the restricted amount below. The fund will be reduced over the useful life of the asset by charging depreciation against that fund. The balance on the fund at the year-end was £434,329 (2016 - £482,065).

Restricted reserves total £451,515 (2016 - £433,755) and reflects the amount of the property subject to Big Lottery Fund restrictions and grant income received but not spent at the year end.

The total reserves at 31 January 2017 amounted to £922,689 (2016 - £947,236). The Trustees are satisfied with the level of liquid funds and reserves.

Plans for future periods

The Charity Shop acquisition is a main priority for the next year. This will improve our finances and constitute a further valuable community asset. At present the garden project awaits progress, mainly due to a lack of funding streams. The Community Service Team will, however, be engaged in carrying out ground clearance in the meantime, and we are grateful for their continued support. We continue to be supported by BIG Lottery, both in financial terms and in advice. The Board needs strengthening, and the Trustees continue to seek volunteers. A Board "Away Day" is scheduled to look at strategy and planning.

We depend upon the community to support this unique facility. There will be further constraints on finances for the foreseeable future. The Group's role is to provide an affordable facility, owned and operated by the community where a worthwhile programme of activities can be delivered at a realistic cost. Our village has changed over the years and no doubt will continue to do so. We must recognise that change and respond to it.

Douglas St Bride's Community Group

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 January 2017

Responsibilities of the trustees

The charity's trustees are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

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

The trustees' annual report was approved on 24 July 2017 and signed on behalf of the board of trustees by:

Mr Thomas Clark (Treasurer)
Trustee

Douglas St Bride's Community Group

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Douglas St Bride's Community Group

Year ended 31 January 2017

I report on the financial statements for the year ended 31 January 2017, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) 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. The charity trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 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. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's members as a body, for my work, for this report, or for the opinions I have formed.

Basis of independent examiner's report

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the 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 connection with 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 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.

Thomas Anderson
Independent Examiner
Member of the Institute of Chartered Accountants of Scotland

I.A.STEWART & CO
Chartered Accountants
The Mechanics Workshop
New Lanark
ML11 9DB

24 July 2017

Douglas St Bride's Community Group

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

31 January 2017

| | | | 2017 | | 2016 |
|--|------|-------------------------|-----------------------|-------------------------|------------------|
| | Note | Unrestricted funds £ | Restricted funds £ | Total funds £ | Total funds £ |
| Income and endowments | | | | | |
| Donations and legacies | 5 | 28,935 | 40,544 | 69,479 | 26,260 |
| Other trading activities | 6 | 58,722 | – | 58,722 | 47,688 |
| Investment income | 7 | 17 | – | 17 | 16 |
| Total income | | <u>87,674</u> | <u>40,544</u> | <u>128,218</u> | <u>73,964</u> |
| Expenditure | | | | | |
| Expenditure on raising funds: | | | | | |
| Costs of other trading activities | 8 | (13,229) | (954) | (14,183) | (9,198) |
| Expenditure on charitable activities | 9,10 | (118,736) | (19,846) | (138,582) | (122,810) |
| Other expenditure | 11 | – | – | – | (415) |
| Total expenditure | | <u>(131,965)</u> | <u>(20,800)</u> | <u>(152,765)</u> | <u>(132,423)</u> |
| Transfers between funds | 16 | 1,984 | (1,984) | – | – |
| Net expenditure and net movement in funds | | <u>(42,307)</u> | <u>17,760</u> | <u>(24,547)</u> | <u>(58,459)</u> |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 513,481 | 433,755 | 947,236 | 1,005,695 |
| Total funds carried forward | | <u>471,174</u> | <u>451,515</u> | <u>922,689</u> | <u>947,236</u> |

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 10 to 18 form part of these financial statements.

Douglas St Bride's Community Group

Company Limited by Guarantee

Statement of Financial Position

31 January 2017

| | | 2017 | 2016 |
|---|----|----------------|----------------|
| | | £ | £ |
| Fixed assets | | | |
| Tangible fixed assets | 17 | 868,084 | 915,820 |
| Current assets | | | |
| Stocks | 18 | 500 | 468 |
| Debtors | 19 | 2,954 | 1,431 |
| Cash at bank and in hand | | 74,424 | 60,158 |
| | | <u>77,878</u> | <u>62,057</u> |
| Creditors: amounts falling due within one year | 20 | <u>23,273</u> | <u>30,641</u> |
| Net current assets | | <u>54,605</u> | <u>31,416</u> |
| Total assets less current liabilities | | <u>922,689</u> | <u>947,236</u> |
| Net assets | | <u>922,689</u> | <u>947,236</u> |
| Funds of the charity | | | |
| Restricted funds | | 451,515 | 433,755 |
| Unrestricted funds | | 471,174 | 513,481 |
| Total charity funds | 22 | <u>922,689</u> | <u>947,236</u> |

For the year ending 31 January 2017 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees responsibilities:

- The members have not required the charity to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 24 July 2017, and are signed on behalf of the board by:

Mr Thomas Clark (Treasurer)
Trustee

The notes on pages 10 to 18 form part of these financial statements.

Douglas St Bride's Community Group

Company Limited by Guarantee

Statement of Cash Flows

Year ended 31 January 2017

| | 2017 £ | 2016 £ |
|---|----------------------|----------------------|
| Cash flows from operating activities | | |
| Net expenditure | (24,547) | (58,459) |
| <i>Adjustments for:</i> | | |
| Depreciation of tangible fixed assets | 49,894 | 52,990 |
| Other interest receivable and similar income | (17) | (16) |
| Loss on disposal of tangible fixed assets | – | 415 |
| <i>Changes in:</i> | | |
| Stocks | (32) | (468) |
| Trade and other debtors | (1,523) | 5,588 |
| Trade and other creditors | (7,368) | 3,340 |
| Cash generated from operations | 16,407 | 3,390 |
| Interest received | 17 | 16 |
| Net cash from operating activities | <u>16,424</u> | <u>3,406</u> |
| Cash flows from investing activities | | |
| Purchase of tangible assets | (2,158) | (2,485) |
| Proceeds from sale of tangible assets | – | 300 |
| Net cash used in investing activities | <u>(2,158)</u> | <u>(2,185)</u> |
| Net increase in cash and cash equivalents | 14,266 | 1,221 |
| Cash and cash equivalents at beginning of year | 60,158 | 58,937 |
| Cash and cash equivalents at end of year | <u>74,424</u> | <u>60,158</u> |

The notes on pages 10 to 18 form part of these financial statements.

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 January 2017

1. General information

The charity is a private company limited by guarantee, registered in Scotland and a registered charity in Scotland. The address of the registered office is St Brides Centre, Braehead, Douglas, Lanark, ML11 0PT, Scotland.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities and Trustee Investment (Scotland) Act 2005 and the Charity Accounts (Scotland) Regulations 2006 (as amended).

3. Accounting policies

Taxation

Douglas St Bride's Community Group is recognised as a charity by HM Revenue and Customs for the purposes of applicable taxation legislation and is therefore not subject to taxation on income and gains from charitable activities. No tax charges have arisen in the Trust.

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Consolidation

The charity is not required to prepare consolidated accounts in accordance with the Charities Accounts (Scotland) Regulations 2006 (as amended), and has taken advantage of the option not to prepare consolidated financial statements contained in Section 398 of the Companies Act 2006 on the basis that the charity and its subsidiary undertakings comprise a small group.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are funds established by the trustees from time to time for specific projects or purposes, are not in any way restricted and any surplus or deficit will be transferred to/from the general fund when the designated fund is closed.

Restricted funds are funds subject to specific restrictions imposed by donors or by the purpose of the appeal. The purpose and use of designated and restricted income funds is set out in the notes to the financial statements.

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

3. Accounting policies *(continued)*

Income

All incoming resources are included in the statement of financial activities when the charity is entitled to and probable to receive the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

Voluntary income is received by way of grants, gifts and donations and is included in full when received.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Items donated for resale through the charity shop are included as incoming resources when they are sold.

Investment income is included when receivable.

Income from charitable trading activities is accounted for when earned

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource.

Tangible assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

| | | |
|----------------------------|---|----------------------|
| Equipment | - | 15% reducing balance |
| Buildings and improvements | - | 5% reducing balance |

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

3. Accounting policies *(continued)*

Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

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.

4. Limited by guarantee

Douglas St Bride's Community Group was incorporated on 9 December 2009 as a company limited by guarantee whereby members guarantee to meet the debts of the company if necessary, but restricted to a maximum contribution of £1 per member.

The nature and scale of the redevelopment project is such that it is considered appropriate to limit the liability of the charity trustees.

5. Donations and legacies

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2017 £ |
|-------------------------------------|----------------------------|--------------------------|--------------------------|
| Donations | | | |
| Donations | 66 | – | 66 |
| Donated services | 27,334 | – | 27,334 |
| Grants | | | |
| Grants receivable | – | 40,544 | 40,544 |
| Other donations and legacies | | | |
| Other voluntary income | 1,535 | – | 1,535 |
| | <u>28,935</u> | <u>40,544</u> | <u>69,479</u> |
| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2016 £ |
| Donations | | | |
| Donations | 200 | – | 200 |
| Donated services | 26,036 | – | 26,036 |
| Grants | | | |
| Grants receivable | – | – | – |
| Other donations and legacies | | | |
| Other voluntary income | 24 | – | 24 |
| | <u>26,260</u> | <u>–</u> | <u>26,260</u> |

Government grant income

During the year the charity received grant income from the Community and Renewable Energy Scheme of £8,750.

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

6. Other trading activities

| | Unrestricted Funds £ | Total Funds 2017 £ | Unrestricted Funds £ | Total Funds 2016 £ |
|--------------------|----------------------------|-----------------------------------|----------------------------|--------------------------|
| Fundraising events | 3,283 | 3,283 | 1,581 | 1,581 |
| Shop income | 9,247 | 9,247 | 8,811 | 8,811 |
| Hall lets | 23,694 | 23,694 | 25,206 | 25,206 |
| Memberships | 88 | 88 | 81 | 81 |
| Kitchen hire | 9,633 | 9,633 | 9,660 | 9,660 |
| Gym memberships | 12,637 | 12,637 | 11,349 | 11,349 |
| Rent received | – | – | (9,000) | (9,000) |
| Course income | 140 | 140 | – | – |
| | <u>58,722</u> | <u>58,722</u> | <u>47,688</u> | <u>47,688</u> |

7. Investment income

| | Unrestricted Funds £ | Total Funds 2017 £ | Unrestricted Funds £ | Total Funds 2016 £ |
|--------------------------|----------------------------|-----------------------------------|----------------------------|--------------------------|
| Bank interest receivable | <u>17</u> | <u>17</u> | <u>16</u> | <u>16</u> |

8. Costs of other trading activities

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2017 £ |
|----------------------------------|----------------------------|--------------------------|-----------------------------------|
| Shop rent | 3,600 | – | 3,600 |
| Shop light & heat | 816 | – | 816 |
| Shop costs - other establishment | – | – | – |
| Fundraising event costs | <u>8,813</u> | <u>954</u> | <u>9,767</u> |
| | <u>13,229</u> | <u>954</u> | <u>14,183</u> |

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2016 £ |
|----------------------------------|----------------------------|--------------------------|--------------------------|
| Shop rent | 3,300 | – | 3,300 |
| Shop light & heat | 1,815 | – | 1,815 |
| Shop costs - other establishment | 119 | – | 119 |
| Fundraising event costs | <u>3,964</u> | <u>–</u> | <u>3,964</u> |
| | <u>9,198</u> | <u>–</u> | <u>9,198</u> |

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

9. Expenditure on charitable activities by fund type

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2017 £ |
|--|----------------------------|--------------------------|--------------------------|
| General running costs of St Bride's Community Centre | 116,786 | 19,846 | 136,632 |
| Support costs | 1,950 | – | 1,950 |
| | <u>118,736</u> | <u>19,846</u> | <u>138,582</u> |

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2016 £ |
|--|----------------------------|--------------------------|--------------------------|
| General running costs of St Bride's Community Centre | 122,060 | – | 122,060 |
| Support costs | 750 | – | 750 |
| | <u>122,810</u> | <u>–</u> | <u>122,810</u> |

The charity has one main activity and support costs relate to that activity.

10. Expenditure on charitable activities by activity type

| | Activities undertaken directly £ | Support costs £ | Total funds 2017 £ | Total fund 2016 £ |
|--|---|-----------------------|--------------------------|-------------------------|
| General running costs of St Bride's Community Centre | 136,632 | – | 136,632 | 122,060 |
| Governance costs | – | 1,950 | 1,950 | 750 |
| | <u>136,632</u> | <u>1,950</u> | <u>138,582</u> | <u>122,810</u> |

11. Other expenditure

| | Unrestricted Funds £ | Total Funds 2017 £ | Unrestricted Funds £ | Total Funds 2016 £ |
|--|----------------------------|--------------------------|----------------------------|--------------------------|
| Loss on disposal of tangible fixed assets held for charity's own use | – | – | 415 | 415 |
| | <u>–</u> | <u>–</u> | <u>415</u> | <u>415</u> |

12. Net expenditure

Net expenditure is stated after charging/(crediting):

| | 2017 £ | 2016 £ |
|---|---------------|---------------|
| Depreciation of tangible fixed assets | 49,894 | 52,990 |
| Loss on disposal of tangible fixed assets | – | 415 |
| | <u>49,894</u> | <u>52,990</u> |

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

13. Independent examination fees

| | 2017 | 2016 |
|--|--------------|------------|
| | £ | £ |
| Fees payable to the independent examiner for: Independent examination of the financial statements | <u>1,950</u> | <u>750</u> |

14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

| | 2017 | 2016 |
|-----------------------|---------------|---------------|
| | £ | £ |
| Wages and salaries | 46,592 | 36,381 |
| Social security costs | <u>2,644</u> | <u>2,245</u> |
| | <u>49,236</u> | <u>38,626</u> |

The staff costs include an estimate of the value of donated services for the equivalent of two staff whose contracts are with, and are paid by, South Lanarkshire Council. The comparative figures have been adjusted to reflect the donated services last year.

The average head count of employees during the year was 3 (2016: 3). The average number of full-time equivalent employees during the year is analysed as follows:

| | 2017 | 2016 |
|----------------------------------|----------|----------|
| | No. | No. |
| Number of staff - Administration | 2 | 1 |
| Number of staff - Management | <u>1</u> | <u>1</u> |
| | <u>3</u> | <u>2</u> |

No employee received employee benefits of more than £60,000 during the year (2016: Nil).

15. Trustee remuneration and expenses

The trustees are considered to be the key management personnel of the company.

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees in the year.

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

16. Transfers between funds

Restricted grant income was provided specifically for the redevelopment of the St Bride's Community Centre in 2012. The centre may be used freely throughout the charity and therefore any restriction has been discharged and funds have been transferred to unrestricted following acquisition.

The only exception to the above is with funding received from the Big Lottery Fund (BLF). There is a specific requirement that money received from BLF is recorded as restricted funds. Accordingly the amount received from the BLF is shown as carried forward on the SOFA, resulting in a total restricted fund from BLF of £433,755 (2016 - £433,755), see Note 22.

The trustees have created a designated fund reflecting the remaining net book value of the asset. The relevant designated fund will be reduced over the useful life of the asset by charging depreciation against that fund.

Assets purchased in the year, subject to restricted grant funding, were transferred to the designated fund as the restriction no longer applies to the assets purchased.

17. Tangible fixed assets

| | Land and buildings £ | Equipment £ | Improvements £ | Total £ |
|---------------------------|----------------------------|----------------|-------------------|-------------------------|
| Cost | | | | |
| At 1 February 2016 | 3,990 | 80,074 | 1,088,863 | 1,172,927 |
| Additions | – | 2,158 | – | 2,158 |
| At 31 January 2017 | <u>3,990</u> | <u>82,232</u> | <u>1,088,863</u> | <u>1,175,085</u> |
| Depreciation | | | | |
| At 1 February 2016 | – | 37,463 | 219,644 | 257,107 |
| Charge for the year | – | 6,433 | 43,461 | 49,894 |
| At 31 January 2017 | <u>–</u> | <u>43,896</u> | <u>263,105</u> | <u>307,001</u> |
| Carrying amount | | | | |
| At 31 January 2017 | <u>3,990</u> | <u>38,336</u> | <u>825,758</u> | <u>868,084</u> |
| At 31 January 2016 | <u>3,990</u> | <u>42,611</u> | <u>869,219</u> | <u>915,820</u> |

18. Stocks

| | 2017 £ | 2016 £ |
|-------------------------------|------------|------------|
| Raw materials and consumables | <u>500</u> | <u>468</u> |

19. Debtors

| | 2017 £ | 2016 £ |
|---------------|--------------|--------------|
| Other debtors | <u>2,954</u> | <u>1,431</u> |

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

20. Creditors: amounts falling due within one year

| | 2017 | 2016 |
|---------------------------------|---------------|---------------|
| | £ | £ |
| Accruals and deferred income | 1,607 | 2,083 |
| Social security and other taxes | 546 | – |
| Other creditors | 21,120 | 28,558 |
| | <u>23,273</u> | <u>30,641</u> |

21. Deferred income

| | 2017 | 2016 |
|---------------------------|--------------|--------------|
| | £ | £ |
| At 1 February 2016 | 2,083 | 1,620 |
| Amount released to income | (2,083) | (1,620) |
| Amount deferred in year | 1,607 | 2,083 |
| At 31 January 2017 | <u>1,607</u> | <u>2,083</u> |

22. Analysis of charitable funds

Unrestricted funds

| | At 1 Feb 2016 | Income £ | Expenditure £ | Transfers £ | At 31 Jan 2017 £ |
|-----------------------------------|------------------|---------------|------------------|----------------|------------------------|
| General funds | 31,416 | 87,674 | (82,071) | (174) | 36,845 |
| Designated Fund - Fixed assets | 482,065 | – | (49,894) | 2,158 | 434,329 |
| | <u>513,481</u> | <u>87,674</u> | <u>(131,965)</u> | <u>1,984</u> | <u>471,174</u> |

Restricted funds

| | At 1 Feb 2016 £ | Income £ | Expenditure £ | Transfers £ | At 31 Jan 2017 £ |
|---------------------------------|-----------------------|---------------|------------------|----------------|------------------------|
| Restricted fixed assets fund | 433,755 | – | – | – | 433,755 |
| Restricted grant fund | – | 40,544 | (20,800) | (1,984) | 17,760 |
| | <u>433,755</u> | <u>40,544</u> | <u>(20,800)</u> | <u>(1,984)</u> | <u>451,515</u> |

Douglas St Bride's Community Group

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 January 2017

23. Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds 2017 £ |
|----------------------------|----------------------------|--------------------------|--------------------------|
| Tangible fixed assets | 434,329 | 433,755 | 868,084 |
| Current assets | 60,118 | 17,760 | 77,878 |
| Creditors less than 1 year | (23,273) | – | (23,273) |
| Net assets | 471,174 | 451,515 | 922,689 |

24. Volunteers

The charity benefits greatly from the involvement and enthusiastic support of its volunteers who assist with the daily management and administration. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

25. Contingencies

The Big Lottery Fund (BLF) holds a security over St Brides Community Centre. If the building is sold within twenty years from its completion date (30 March 2012), BLF would seek to claw back funding. Whilst there is currently no intention to sell, there is a contingent liability and the building has been classified within restricted funds.

The General Trustees of the Church of Scotland hold a Standard Security over the Centre and Carpark to the extent of 75% of any development value uplift should the Centre and grounds be sold for redevelopment, again there is currently no intention to sell.

26. Related parties

A wholly owned trading subsidiary, Douglas Community Ecoheat Ltd was incorporated on 16 February 2010. The company was incorporated to operate the Biomass Heating Project which will supply heating to the community centre. The charity paid Douglas Community Ecoheat Ltd £8,526 (2016 - £9,309) for the supply of heating in the year.

Douglas St Bride's Community Group

Company Limited by Guarantee

Management Information

Year ended 31 January 2017

The following pages do not form part of the financial statements.

Douglas St Bride's Community Group

Company Limited by Guarantee

Detailed Statement of Financial Activities

31 January 2017

| | 2017 £ | 2016 £ |
|---------------------------------|-----------------------|----------------------|
| Income and endowments | | |
| Donations and legacies | | |
| Donations | 66 | 200 |
| Donated services | 27,334 | 26,036 |
| Grants receivable | 40,544 | – |
| Other voluntary income | 1,535 | 24 |
| | <u>69,479</u> | <u>26,260</u> |
| Other trading activities | | |
| Fundraising events | 3,283 | 1,581 |
| Shop income | 9,247 | 8,811 |
| Hall lets | 23,694 | 25,206 |
| Memberships | 88 | 81 |
| Kitchen hire | 9,633 | 9,660 |
| Gym memberships | 12,637 | 11,349 |
| Rent received | – | (9,000) |
| Course income | 140 | – |
| | <u>58,722</u> | <u>47,688</u> |
| Investment income | | |
| Bank interest receivable | 17 | 16 |
| | <u>17</u> | <u>16</u> |
| Total income | <u><u>128,218</u></u> | <u><u>73,964</u></u> |

Douglas St Bride's Community Group

Company Limited by Guarantee

Detailed Statement of Financial Activities

31 January 2017

Expenditure

Costs of other trading activities

| | | |
|---------------------|-----------------|----------------|
| Purchases | (9,767) | (3,964) |
| Rent | (3,600) | (3,300) |
| Light and heat | (816) | (1,815) |
| Other establishment | – | (119) |
| | <u>(14,183)</u> | <u>(9,198)</u> |

Expenditure on charitable activities

| | | |
|-----------------------------------|------------------|------------------|
| Wages and salaries | (46,592) | (36,381) |
| Employer's NIC | (2,644) | (2,245) |
| Rates and water | (384) | (942) |
| Light and heat | (11,675) | (14,482) |
| Repairs and maintenance | (180) | (2,367) |
| Insurance | (3,122) | (3,011) |
| Cleaning | (336) | (811) |
| Other expenses | (1,229) | – |
| Consultancy and professional fees | (13,533) | (4,073) |
| Telephone | (688) | (926) |
| Depreciation | (49,894) | (52,990) |
| Classes and sports costs | (730) | (720) |
| Marketing costs | (75) | (216) |
| Upkeep costs | (6,407) | (2,887) |
| Postage and stationery | (575) | (284) |
| Bank charges | (518) | (434) |
| Other expenses | – | (41) |
| | <u>(138,582)</u> | <u>(122,810)</u> |

Other expenditure

| | | |
|--|---|-------|
| Loss on disposal of tangible fixed assets held for charity's own use | – | (415) |
|--|---|-------|

Total expenditure

| | | |
|--|------------------|------------------|
| | <u>(152,765)</u> | <u>(132,423)</u> |
|--|------------------|------------------|

Net expenditure

| | | |
|--|-----------------|-----------------|
| | <u>(24,547)</u> | <u>(58,459)</u> |
|--|-----------------|-----------------|