MACTAGGART COMMUNITY CYBERCAFE (A COMPANY LIMITED BY GUARANTEE)

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2020

Company registration no: SC189928

SCT

SCT 27/03/2021 COMPANIES HOUSE

#248

MACTAGGART COMMUNITY CYBERCAFE (A COMPANY LIMITED BY GUARANTEE) INDEX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2020

Page	
1	Company information
2-6	Report of the Management Committee
7	Report of the Independent Examiner
8	Statement of Financial Activities
9	Balance sheet
10-15	Notes to the Financial Statements

MACTAGGART COMMUNITY CYBERCAFE COMPANY INFORMATION

Directors and Trustees:

Sir J A Mactaggart F M Mactaggart K M Mactaggart (appointed 20 July 2020)

Secretary and Registered Office

30 Mansefield Place Port Ellen Isle of Islay Argyll PA42 7BJ Scotland

Charity Registration number SC028306, registered in Scotland

Company Registration number SC189928, registered in Scotland

Independent Examiner

Antoinette Gorst FCCA CTA
Anstee Gorst
Chartered Certified Accountants
Unit 4 Eaton Court
Colmworth Business Park
Eaton Socon
St Neots
Cambs, PE19 8ER

Bankers

Bank of Scotland Shore Street Bowmore Isle of Islay PA43 7LB

The directors and trustees present their annual report for the year to 31st March 2020.

The company, registered in Scotland no SC189928, is limited by guarantee without share capital, and the charity is no. - SC028306 constituted 31st August 1998, Scottish charity

Objectives of the charity

The objectives are to provide a secure supervised supportive environment for children and young people, free from drugs, alcohol, bullying, religious, sexual and racial discriminiation with a view to improving their conditions of life, and to:-

Encourage responsibility, respect and self confidence in youth. Provide recreational facilities and opportunities.

Review of the Charity's activities

The main objectives and activities for the year continued to focus upon the provision of safe and secure environment. The strategy employed to assist the charity to meet these objectives included the following:

Running specific activities to motivate young users Providing classes and workshops on a regular basis to allow the users to engage in creating items.

Let the premises to external groups for recreational and well being purposes specifically Toddler Group, Highland Dancing Classes, Keep Fit Classes for the less abled and Yoga Classes

We have been working closely with a consultant from MAYDS on a strategic plan for the Cybercafe, focussed on sustainability and funding sources. We will use this to focus on increasing the range of user groups and also on use of the space outwith the times children are using it.

With MAYDS on board we updated our Policies and Procedures, recruited new sessional staff and a Manager and trained all staff in areas such as child protection, confidentiality, risk assessment, health and safety etc.

We redeveloped our logo and built a stronger presence on social media to allow us to engage more with the local community, We started to build up partnerships with local agencies including Police and Social Work to strengthen services for children and young people across the island and also began to develop a long term plan for new services and initiatives that would meet the needs and wants of children, young people their families and the local community this included detached/outreach youth services, young carers support, support for those with additional support needs, fashion design and music etc.

We look forward to all these projects and program being implemented and strengthened in the next financial year

Main Objectives for next year

To continue to offer our facilities and create and develop new activities for our young people and the community to enhance their quality of life.

Continue to work in partnership with MAYDS

To explore new ideas to make the Cyber work as a more accessable attractive place for all members of the community.

To engage with other organisations within the community and develop working relationships

Achievements and Performance

The main objective of the charity is to provide a safe and secure environment for young people to come socialise and enjoy taking part in a variety of activities and workshops.

Castaways Shop: During the year to March 2020 the shop continued to be popular, though the quality of donated goods had deteriorated. The shop closed due to Covid restrictions

Childrens Baking Classes were run alongside Healthy Eating Campaign during the year funded by NHS. Baking sessions:

Arts & Crafts Our Arts and craft after school class remained popular with our younger users, they have created lovely items for Xmas Fayre and Summer Open Days around the island.

Bingo We offer bingo to members of the community but it is particularly well attended by the

elderly members of the community throughout the year on a weekly basis.

Dance Classes Before Lock down we started dance classes as part of our healthy living projects

Garden Club As in previous years the children helped Suzie Smith clearing, planting and maintaining

community planters

Achievements and Performance - cont

T on a Tuesday Offering a selection of homebaking, some of which is donated by members of the community. This

weekly tea and cake afternoon is very well attended by young mums and the elderly.

Fashion Show The children again staged a fashion show used their creativity to alter clothes from the Castways shop

where they modelled the reused clothes showing the community that recycling is the way

forward and helping battle the stigma attached to reused clothes.

Other Activities

Movie nights We offer regular movie nights and invite the children along.

Christmas sale We had a christmas sale a fun day for families to attend. We also had our grand raffle which

was very successful.

Events We continue to attend local events i.e. our local beach rugby with a stall of slush, juice and

confectionery. Attending large events like these boost our sales.

The management committee during the period of the report, who were not directors of the company, were

Susan Hamilton Lynn Jamieson Annmaree Boyle

Elizabeth Morris (resigned July 19)

Kate Brown

Marylin Redmon (resigned July 19)

Pamela McLellan-Baker

Jane Cameron

Management Committee met at least quarterly intervals and report to the Directors of the company on a regular basis.

Recruitment, induction and training of Directors / Trustees

Members of the management committee are volunteers and do not serve as Directors. Their applications are reviewed by the Board of Directors to ensure their suitability for that role.

The induction process includes attending a board meeting prior to being formally appointed so that potential committee members can gain a better appreciation of what is required. We are currently producing an induction pack which will include a copy of the Cybercafe Mission Statement document, as a registered company limited by guarantee booklets produced by Companies House which explain the role of a Director and as we also a charity some information produced by the Office of the Scottish Charities Regulator.

Role of Volunteers

All the Management Committee Members are volunteers, who fulfill this role to ensure that the Cybercafe is well governed and meets the requirements of the Companies Act. In addition to these requirements, at the monthly board meetings, the management committee review progress of current work and discuss any action required & consider new projects.

We have volunteers who help with fundraising events on an as and when basis, this involves anything from baking to running stalls at local events.

Use it again shop is solely run by volunteers from the local community, mainly consisting of retired ladies.

Principle Funding Sources

The principle funding sources in the year were the MacTaggart Third Fund, the Ian MacTaggart Trust, The Robertson Trust, Islay Energy Trust and JHT Charitable Trust.

Financial review

The organisation had a general deficit, before transfers of £8,022. Total funds at the end of the year were £76,980 of which £2,008 were restricted and £74,972 were general.

Reserves Policy

Available reserves at the year end were £35,892 of these £10,000 were designated and the balance are held by the charity to ensure the objectives are met and the upkeep of the building can be maintained.

The current policy is to retain sufficient funds required to meet the cost of salaries, insurance, other regular commitments for a period of 3 months which equates to £10,000. This also includes a contingency for a temporary general manager should our present volunteer manager be absent.

Investment Policy

The Management Committee have considered the most appropriate policy for investing funds and has found that short to medium term investment of funds should be held in a mixture of current and deposit bank accounts.

Strategy and Risk Review

The Management Committee have carried out a detailed review of the cybercafe's activities, a Strategic Plan is in draft form. They will continue to monitor progress against the strategic objectives set out in this plan and have a comprehensive review of the plan annually.

The Management Committee have examined the major strategic, business and operational risks which the Cybercafe faces and implemented a risk management strategy, which comprises:-

- The establishment of procedures designed to mitigate those risks identified in the plan.
- The implementation of procedures designed to minimise any potential impact on the Cybercafe should any of those risks materialise.

Principal office of the charity

As from 26th September 2006, the principal administrative office of the charity was at the Mactaggart Community Cybercafe, Mansefield Place, Port Ellen, Isle of Islay PA42 7BJ.

Account examination was performed by Antoinette Gorst FCCA CTA

Directors Responsibilities

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- select suitable accounting policies and then apply them
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is in appropriate to assume that the company will continue on that basis

The Management Committee are responsible for ensuring that the company keeps proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. In addition, the directors are responsible for safeguarding the assets of the company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

For the financial year ended 31st March 2020 the company was entitled to exemption from audit under section 477 (small companies exemption) Companies Act 2006; and no notice has been deposited under section 476 (member or members requesting an audit)

Signed by order of the Board of Trustees and Directors

On Behalf of the Board

24/3/2021

Sir John A Mactaggart

INDEPENDENT EXAMINERS REPORT TO THE BOARD OF DIRECTORS ON THE UNAUDITED ACCOUNTS OF MAC TAGGART COMMUNITY CYBERCAFE (A COMPANY LIMITED BY GUARANTEE) FOR THE YEAR ENDED 31ST MARCH 2020

I report on the accounts of the company for the year ended 31 March 2020, which are set out on pages 8 to 15

Respective responsibilities of trustees and examiner

The 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

Basis of independent examiner's report

My examination is carried out in accordance with Regulation 11 of the 2006 Account Regulations. An examination include a review of the accounting records kept by the Charity and a comparison of the accounts present with those records. It also includes consideration of any unusual items or disclosures in the account, and seeks explanation from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required for any 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 the my attention.

(1) which gives me reasonable cause to believe that in any material respect the requirements

To keep accounting records in accordance with Regulation 4 of the 2006 Accounts Regulations and section 44(1)(a) of the 2005 Act; 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. 26/3/2021

Antoinette Gorst FCCA CTA

Anstee Gorst

Chartered Certified Accountants

Ground Floor Offices

Unit 4 Eaton Court

Colmworth Business Park

Eaton Socon

Cambs, PE19 8ER

MACTAGGART COMMUNITY CYBER CAFÉ STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted Funds £	Restricted Funds	Restricted Capital Fund £	Total Funds 2020 £	Total Funds 2019 £
INCOMING RESOURCES		_	7	, **		
Incoming resources from generated funds						
Donations and legacies			.`			
Grants Donations	2 2	0 18,608	8,800 262	0	8,800 18,870	11,066 20,441
Other trading activities Fundraising	3	2,324	0	0	2,324 13,929	2,789
Turnover Investments	3	13,929	0	0	13,929	14,690 15
Income from charitable activities Rent Other income		3,600 10	0	0 0	3,600 10	2,100 2,152
TOTAL INCOMING RESOURCES		38,471	9,062	0	47,533	53,253
RESOURCES EXPENDED						
Raising funds Fundraising costs Cost of goods sold		416 3,305	0 0	0	416 3,305	254 2,909
Charitable activities Cost of activities in furtherance of the cha	arity's	38,110	13,724	0	51,834	56,407
TOTAL RESOURCES EXPENDED	4	41,831	13,724	0	55,555	59,570
NET MOVEMENT IN FUNDS	13	(3,360)	(4,662)	0	(8,022)	(6,317)
TRANSFERS		319	(319)	0	0	0
TOTAL FUNDS AT 1 APRIL 2019		78,013	6,989	0	85,002	91,320
TOTAL FUNDS AT 31 MARCH 2020		74,972	2,008	0	76,980	85,003

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

MACTAGGART COMMUNITY CYBER CAFÉ BALANCE SHEET AS AT 31 MARCH 2020

	Note	202	2020		19
	•	£	£	£	£
FIXED ASSETS					
Tangible assets	9		44,533		51,062
CURRENT ASSETS					
Debtors	10	1,533		3,362	
Cash at bank and in hand		34,359		32,184	
		35,892		35,546	
CREDITORS: Amounts falling due					
within one year	11	3,445		1,606	
NET CURRENT ASSETS			32,447		33,940
NET ASSETS			£76,000	•	685 002
NEI ASSEIS			£76,980	:	£85,002
REPRESENTED BY:			£		£
REFRESENTED DI.			T.		T.
Restricted	13		2,008		6,989
Unrestricted and designated funds	13		74,972		78,013
TOTAL FUNDS			£76,980	•	£85,002

For the year ending 31/03/2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for

- (a) ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006 and
- (b) preparing financial accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies' regime

Approved by the Board of Directors on

24/2/21

and signed on its behalf

Director

Sir John A Mactaggart

Date 24/3/21

1 ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

1.1 Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the companies Act 2006, charity law and regulation and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (applicable 1st January 2019)

1.2 Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

1.3 Incoming Resources from generated funds

b) Grants and donations are fully recognised in the Statement of Financial Activities in the year in which they are receivable

Grants for the purchase of fixed assets are credited to restricted income resources when receivable

1.4 Resources Expended

Expenditure is recognised on an accrual basis as a liability when incurred. Expenditure is net of Vat.

Costs of generating funds comprise the costs associated with attracting voluntary income

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 and include audit fees.

All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly, others are absorbed by Cybercafe as they are immaterial amounts to be apportioned.

1.5 Fixed assets and depreciation

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

Equipment 15% on written down value TV & Music Equipment 25% on written down value Furniture, Fixtures & Fittings 25% on written down value Computer Equipment 10% on written down value

Buildings and improvements 10% on cost

DONATIONS AND LEGACIES	Unrestricted	Restricted	2020 Total	2019 Total
Grants				
ACHA	0	0	0	500
Fourteen	0	0	0	66
Islay Energy Trust	0	. 0	0	2,000
JHT Charitable Trust	0	0	0	500
Robertson Trust	0	8,000	8,000	8,000
NHS Trust	0	800	800	0
	0	8,800	8,800	11,066
Donations		·		
Mactaggart Third Fund	8,500	0	8,500	10,500
Iain Mactaggart Trust	8,500	0	8,500	8,500
Other	1,608	262	1,870	1,441
	18,608	262	18,870	20,441
	Grants ACHA Fourteen Islay Energy Trust JHT Charitable Trust Robertson Trust NHS Trust Donations Mactaggart Third Fund Iain Mactaggart Trust	Grants ACHA 0 Fourteen 0 Islay Energy Trust 0 JHT Charitable Trust 0 Robertson Trust 0 NHS Trust 0 Donations 0 Mactaggart Third Fund 8,500 Iain Mactaggart Trust 8,500 Other 1,608	Grants ACHA 0 0 Fourteen 0 0 Islay Energy Trust 0 0 JHT Charitable Trust 0 0 Robertson Trust 0 8,000 NHS Trust 0 800 Donations 0 8,800 Donations 8,500 0 Iain Mactaggart Third Fund 8,500 0 Other 1,608 262	Total Grants Total ACHA 0 0 0 Fourteen 0 0 0 Islay Energy Trust 0 0 0 JHT Charitable Trust 0 0 0 Robertson Trust 0 8,000 8,000 NHS Trust 0 800 800 Donations 0 8,800 8,800 Donations 8,500 0 8,500 Iain Mactaggart Third Fund 8,500 0 8,500 Other 1,608 262 1,870

3 OTHER TRADING ACTIVITIES

	Unrestricted	Restricted	2020	2019
			Total	Total
Turnover				
Café Sales	1,433	0	1,433	2,286
Pool and Snooker	50	0	50	96
Hire of Cyber	605	0	605	621
Club fees	0	0	0	2
Bingo	3,586	0	3,586	2,648
Shop sales	4,796	0	4,796	5,422
Sale of Teas	3,373	0	3,373	2,880
Computer Income	86	0	86	202
Sales of assets	0	0	0	533
	13,929	0	13,929	14,690

	Basis of Allocation	Cyber café	2020 Total	2019 Total
4 TOTAL RESOURCES EXPENDED				
Cost directly allocated to activities				
Activity Expenses	Direct	1,250	1,250	640
Advertising	Direct	81	81	66
Heat, Light & Power	Direct	2,866	2,866	1,039
Shop expenses & set up	Direct	0	0	44
Lunch club expenses	Direct	51	51	0
Cost of Sales	Direct	2,571	2,571	2,909
Transport	Direct	0	0	0
Staff costs	Direct	0	0	0
		6,819	6,819	4,698
Support costs allocated to activities				
Premises	Usage	6,532	6,532	9,428
General Staff and finance staff	Usage	28,206	28,206	28,112
Communications and general expenses	Usage	4,526	4,526	3,221
Travel & Volunteer expenses	Usage	100	100	475
Depreciation and profit/loss on disposal	Usage	7,038	7,038	8,427
Finance charges	Usage	68	68	120
Fundraising	Usage	403	403	254
IT Expenses	Usage	461	461	1,051
Governance costs	Usage	1,402	1,402	3,784
		48,736	48,736	54,872
Total resources expended		55,555	55,555	59,570
•				

5 NET INCOMING RESOURCES FOR THE YEAR	2020 £	2019 £
This is stated after charging:		
Depreciation:		
Owned assets	7,038	3,718
Disposal of assets	0	0
6 STAFF COSTS AND NUMBERS	2020 £	2019 £
Staff costs were are follows		
Salaries and Wages including social security costs	18,219	27,983
Employers Social Security Costs	0	. 0
Total	18,219	27,983
No employee received emoluments of more than £60,000		
The average number of employees during the year, calculated on the basis follows:	of full time equivalents, was as	
	2020	2019
Project Administrator	1	1
Supervisors	2	2
	3	3

7 TRUSTEE REMUNERATION & RELATED PARTY TRANSACTIONS

No Trustees were remunerated (2019 Nil)

There were no related party transactions in 2020 (2019 nil)

8 TAXATION

As a charity Mactaggart Community Cybercafe is exempt from tax on income and gains falling within section 466 to 493 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992. No tax charges have arisen in the Charity.

9 TANGIBLE FIXED ASSETS

Cost:	Brought Forward	Additions	Disposals	Carried Forward
	rorward £	£	Lisposais £	£
Buildings and Improvements	79,628	0	0	79,628
Equipment	9,626	93	0	9,719
TV & Music Equipment	619	0	0	619
Furniture & Fittings	579	0	0 -	579
Computer Equipment	8,002	416	0	8,418
	98,454	509	0	98,963
	Brought	Charge	,	Carried
Depreciation:	Forward	for year	Disposals	Forward
Depreciation.	£	£	£	£
Buildings and Improvements	37,901	5,371	0	43,272
Equipment	3,669	610	0	4,279
TV & Music Equipment	212	102	0	314
Furniture & Fittings	567	3	0	570
Computer Equipment	5,043	952	. 0	5,995
	47,392	7,038	0	54,430
Net book value:	••		2020	2019
			£	£
Buildings and Improvements			36,356	41,727
Equipment			5,440	5,957
TV & Music Equipment			305	407
Furniture & Fittings			9	. 12
Computer Equipment			2,423	2,959
		:	44,533	51,062
10 DEBTORS			2020	2019
			£	£
Trade Debtors			510	0
Taxation & Social Security			186	2,609
Other Debtors and prepayments			837	753
			1,533	3,362
11 CREDITORS: AMOUNTS FALLING DUE W	ITHIN ONE	·		
YEAR		٠	2020	2019
			£	£
Trade creditors			167	390
Credit Cards			0	170
Sundry creditors and accruals			3,278	1,046
			3,445	1,606
				-,

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds	Designated Funds	Restricted Funds	Total Funds
Tangible fixed Assets	44,533	0	0	44,533
Current Assets	23,884	10,000	2,008	35,892
Current Liabilities	(3,445)	0	0	(3,445)
	64,972	10,000	2,008	76,980

13 MOVEMENT IN FUNDS	At 1st April 2019 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31st March 2020 £
Restricted Funds	-	•	-	•	_
<u>Activities</u>					
ACHA	167	0	167	0	0
Sport Relief	168	0	168	0	0
Youthlink Cashback for Communities	924	0	0	0	924
JHT Charitable Trust	500	0	500	0	0
Garden Donations	649	262	424	0	487
	2,408	262	1,259	0	1,411
Other projects					
Diageo	1,581	0	1,581	0	0
Robertson Trust	3,000	8,000	10,810	0	190
NHS	0	800	74	319	407
Total Restricted Funds	6,989	9,062	13,724	319	2,008
Unrestricted Funds					
Designated funds					
General - Mactaggart Cyber café	68,013	38,471	41,831	319	64,972
Designated funds general	10,000	0	0	0	10,000
Total Unrestricted Funds	78,013	38,471	41,831	319	74,972
Total Funds	85,002	47,533	55,555	638	76,980

14 PURPOSE OF RESTRICTED FUNDS

During the year £8000 was received from The Robertson Trust for management wages

A grant of £800 was received from the NHS related to breakfast club costs

Donations of £262 were received which are to be used for garden club costs