Registered Company No: SC195069 Registered Charity No: SC028928

WHITEINCH TRANSFORMATION
A company limited by guarantee
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2015

TUESDAY



SCT

06/09/2016 COMPANIES HOUSE #124

The Directors are pleased to present their report together with the financial statements of the charity for the year ended 31 December 2015.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable for Smaller Entities (effective January 2015).

None of the Directors, who are the Trustees of the Charity and, for the purposes of the Companies Act 2006, directors of the company, have a financial interest in the company. The directors, throughout this report, are collectively referred to as the Trustees. The names of the Trustees who served during the year under review are set out on page 3.

The Company's purposes are the advancement of the Christian faith, the prevention and relief of poverty and the advancement of community development.

The Company is recognised by HMRC as a Scottish Charity, reference SC028928.

#### **Objectives and Activities**

Whiteinch Transformation is a charitable company concerned with demonstrating the Christian faith through a range of transformative projects, including practical community service and training programmes.

#### Strategic Report

#### **Achievements and Performance**

During 2015, Whiteinch Transformation staff and volunteers were involved in:

- Continuing to develop a holistic counselling service
- Developing a debt counselling service
- Running a Foodbank service
- Running various training events

# Key management personnel remuneration

The Trustees and senior staff comprise the key management personnel of the charity in charge of directing and controlling, running and operating the Charity on a day to day basis. All Trustees give of their time freely and no Trustee received remuneration in the year. Details of Trustees' expenses are disclosed in note 10 to the accounts.

#### **Financial Review**

Principal Funding Sources

The principal income is that of grant income and donations.

#### Results for the year

The financial statements for the year are set out on pages 6 to 14. The Statement of Financial Activities on page 6 reflects a surplus for the year and net income before transfers of £31,918 (2014 – deficit of £4,007) of which, a surplus of £6,172 (2014 – surplus of £10,988) relates to unrestricted funds and a surplus of £25,746 (2014 – deficit of £6,981) relates to restricted funds.

All funds ended the year in surplus.

#### **Plans for Future Periods**

The Trustees plan to continue supporting new projects and groups as appropriate - this will be dependent on need. Development plans include expanding the counselling service as finance allows.

#### **Reserves Policy**

The Trustees consider that reserves equivalent to six months' expenditure would be prudent. They also consider that this target will not be readily achieved as the present climate means the Company's funds are generally restricted to specific spending. The Trustees consider that the charitable company is a going concern and have compiled the accounts on that basis.

#### **Principal Risks and Uncertainties**

The Trustees are responsible for ensuring that there are effective and adequate risk management and internal control systems in place to manage the major risks to which the Company is exposed. The Trustees assess the risks of the charity regularly and have noted the main risks found were around continuing funding. These are being monitored and the Trustees are doing everything they can to minimise these risks, including:

- Proactive sourcing and application for grant funding
- Employment of staff on fixed term contracts, where grant funded, in line with funding periods

#### Structure, Governance and Management

- Governing Document
  - Whiteinch Transformation is a charitable company limited by guarantee. The charity follows the rules and regulations of the Companies Act 2006 and purposes and administration arrangements are set out in the memorandum and articles.
- Recruitment and Appointment of Trustees
  - The trustees are nominated and elected at the Annual General Meeting.
- Trustee Induction and Training
  - On the recruitment of new trustees they are given documentation on their responsibility as a trustee and an explanation of their duties and briefing from current trustees.
- Organisational Structure
  - The charitable company is managed by the trustee committee mentioned on page one and run day to day by staff and volunteers.
- Related Parties
  - The trustees are all members of Whiteinch Church of Scotland.

#### Reference and administrative information

**Charity Name:** 

Whiteinch Transformation

Registered and

**Operational Address:** 

Barclay Curle House 739 South Street

Glasgow G14 0BX

**Charity Registration Number:** 

SC 028928

**Company Registration Number:** 

SC 195069

Trustees:

Alan McWilliam

Diane McWilliam (resigned 30/06/15)

Gary Niven Gill Wilson

Gordon Stirling

(appointed 01/05/15)

Brian Kelman

(appointed 01/05/15)

Secretary:

Alan McWilliam

Independent Examiner:

Tracy Masterton CA

15 College Gate

Bearsden Glasgow G61 4GG

Bankers:

Bank of Scotland

1475 Dumbarton Road

Glasgow G14 9XN

#### Statement of Trustees responsibilities

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have prepared the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing 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 judgments and estimates that are reasonable and prudent;
- state that applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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

The Directors' Report and Strategic Report are approved by the trustees and signed on their behalf:

Name: Gary Niven

Gann —
Date: 2/4/16

# WHITEINCH TRANSFORMATION INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2015

I report on the accounts of the charity for the year ended 31 December 2015, which are set out on pages 6 to 14.

#### 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.

#### Basis of independent examiner's statement

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

Tracy Mostern

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

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

Tracy Masterton CA 15 College Gate Bearsden

Glasgow

G61 4GG

Date: 2/9/16

WHITEINCH TRANSFORMATION STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account) FOR THE YEAR ENDED 31 DECEMBER 2015

	Note	2015 Unrestricted £	2015 Restricted £	2015 Total £	2014 Unrestricted £	2014 Restricted £	2014 Total £
Income and endowments from:	•	04.407	70.040	405.050			
Donations and legacies Other trading activities	3 4	61,137 1,026	73,913 1,110	135,050 2,136	58,023 34	25,115 421	83,138 455
Investments	5	1,020	1,110	2,130	J4 -	421	455
Charitable activities	6	990	7,470	8,460	1,549	11,255	12,804
Total		63,153	82,493	145,646	59,606	36,791	96,397
Expenditure on: Charitable activities Governance costs	7	56,981 -	56,747 -	113,728	48,618 	43,772 -	92,390
Total		56,981	56,747	113,728	48,618	43,772	92,390
Net income/(expenditure)		6,172	25,746	31,918	10,988	(6,981)	4,007
Transfers between funds		-	-				<u> </u>
Net movement in funds		6,172	25,746	31,918	10,988	(6,981)	4,007
Reconciliation of funds Total funds brought forward		17,619	4,384	22,003	6,631	11,365	17,996
Total funds carried forward	14, 15	23,791	30,130	53,921	17,619	4,384	22,003

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

The notes on pages 8 to 14 form part of these financial statements

# WHITEINCH TRANSFORMATION BALANCE SHEET AS AT 31 DECEMBER 2015

	Notes		2015 £		2014 £
Tangible fixed assets	11		9,707	-	4,052
Current assets					
Debtors	12	1,657		3,542	
Cash at bank and on hand		43,413		15,398	
•		45,070	-	18,940	
Creditors- amount falling due within one	13	·		·	
year		856		989	
Net current assets			44,214		17,951
Total net assets			53,921	=	22,003
The funds of the charity:					
Restricted Funds	14		30,130		4,384
Unrestricted Funds	15		23,791	-	17,619
Total charity funds			53,921	=	22,003

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2015.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2015 in accordance with Section 476 of the Companies Act 2006.

The Directors acknowledge their responsibility for:

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Approved by the Trustees and signed on their behalf.

Name: Gary Niven

Date: 4/3/16

The notes on pages 8 to 14 form part of these financial statements

#### 1. Accounting Policies

#### a) Basis of preparation

The financial statements of the charitable company have been prepared in accordance with the Charities SORP 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

All figures reported in the financial statements are in pounds sterling.

The Trustees consider that the charitable company is a going concern and have compiled the accounts on that basis.

#### b) Fund accounting

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

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

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

#### c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant
- · Investment income is included when receivable.
- $\cdot$  Incoming resources from charitable trading activities are accounted for when earned.
- · Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

#### Income is only deferred when:

- The donor specifies that the grant or donation must be used only in future accounting periods; or
- · The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### d) Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates:

- 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 the independent examination fees and costs linked to the strategic management 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. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

#### e) Tangible fixed assets and depreciation

Fixed assets are depreciated by equal annual instalments over their useful lives. Fixtures and fittings are depreciated over 10 years.

#### f) Taxation

The company is a charity within the meaning of Section 506 (1) of the Taxes Act 1988. Accordingly the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 505 of the Taxes Act 1988 or Section 256 of Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes.

#### 2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

### 3. Donations and legacies

Unrestricted	Restricted	2015 Total	2014 Total
£	£	£	£
32,107	8,985	41,092	16,856
20,846	5,050	25,896	35,941
8,184	-	8,184	7,105
	59,878	59,878	23,236
61,137	73,913	135,050	83,138
	£ 32,107 20,846 8,184	£ £ 32,107 8,985 20,846 5,050 8,184 - 59,878	Unrestricted         Restricted         Total           £         £         £           32,107         8,985         41,092           20,846         5,050         25,896           8,184         -         8,184           -         59,878         59,878

# 4. Other trading activities

4. Other trading dollythoo				
	Unrestricted	Restricted	2015 Total	2014 Total
	£	£	£	£
Rental of premises Sale of books, etc	1,026	- 1,110	1,026 1,110	34 421
	1,026	1,110	2,136	455
5. Investments			2015	2014
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Bank Interest	<del>-</del>	-	-	-
6. Charitable Activities				
			2015	2014

	Unrestricted	Restricted	2015 Total	2014 Total
	£	£	£	£
Training income Other income	440 550	7,470	7,910 550	11,515 1,289
	990	7,470	8,460	12,804

#### 7. Charitable Activities

	Unres Direct Costs	stricted Support Costs	Restricted Direct Costs	2015 Total	2014 Total
	£	£	£	£	£
Administration	-	6,289	9,871	16,160	3,710
Staff salaries (Note 8)	-	27,967	16,672	44,639	54,371
Travel	684	-	3,060	3,744	985
Premises costs	6,623	-	8,212	14,835	1,088
Hospitality	831	-	3,263	4,094	423
Training and events	2,472	-	13,446	15,918	22,875
Donation to Whiteinch Church	5,102	_	-	5,102	2,500
Other local donations	6,000	-	-	6,000	5,460
Loss on disposal of assets	-	-	-	_	-
Depreciation	1,013	-	2,223	3,236	978_
	22,725	34,256	56,747	113,728	92,390

# 8. Staff costs and numbers

	2015	2014
	£	£
Salaries and wages	44,083	53,161
Social security costs	-	602
Pension costs	556	608
	44,639	54,371

The average number of employees during the year, calculated on the basis of a head count, was as follows:

	2015 Number	2014 Number
Administration	8	6

2044

# WHITEINCH TRANSFORMATION NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

# 9. Net Incoming Resources for the Year

This is stated after charging:

	2015	2014
	£	£
Depreciation	3,236	978
Loss on disposal of assets	-	-
Independent Examiner's Remuneration	-	<del> </del>

# 10. Trustees' Remuneration and Related Party Transactions

No Trustees received any remuneration or expenses during the year.

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

Whiteinch Church of Scotland, a related charity (registered charity number SC030362) is associated with Whiteinch Transformation. During the year, Whiteinch Transformation donated £5,102 (2014 - £2,500) to Whiteinch Church of Scotland to further the work of the Church.

#### 11. Tangible Fixed Assets

11. Tangible Fixed Assets	F	Fixtures and fittings £
Cost		0 202
At 31 December 2014		8,383 8,891
Additions Disposals		0,091
At 31 December 2015	_	17,274
At 31 December 2013	<del></del>	17,274
Depreciation		
At 31 December 2014		4,331
Charge for the year		3,236
On disposals	_	
At 31 December 2015	_	7,567
Net book values		
At 31 December 2015		9,707
At 31 December 2014	=	4,052
12. Debtors and prepayments		
	2015	2014
	£	£
Gift Aid Tax refund due	1,657	1,562
Other debtors	<u> </u>	1,980_
	1,657	3,542_

#### 13. Creditors and Accruals

•	£	£
Accruals PAYE / NI Creditor	856	- 989_
	856	989

#### 14. Restricted funds

	At 31 Dec 2014	Incoming Resources	Expenditure	Transfers	At 31 Dec 2015
	£	£	£	£	£
Forge	(1,897)	39,781	(21,760)	-	16,124
Lion Rampant	-	-	-	-	-
Children's and family worker	-	4,338	(4,305)	-	33
Source **	2,114	800	(1,588)	-	1,326
Source salary **	130	1,295	(1,425)	-	-
Whiteinch DVD	369	-	(369)	-	-
CAP	3,823	11,630	(13,924)	-	1,529
Foodbank	36	1,949	(435)	-	1,550
Rennovation fund	-	16,400	(9,732)		6,668
Healing for the heart	-	6,050	(3,150)		2,900
Snow Ministry	(191)	250	(59)	-	-
	4,384	82,493	(56,747)	<u> </u>	30,130

<sup>\*\*</sup>Funded primarily by the Go For It Fund

#### **Purpose of Restricted Funds**

Healing for the Heart

Forge

Children's and family worker Foodbank

CAP

Source and Source Salary

Whiteinch DVD Renovation Snow Ministry This fund is used to provide pastoral care and counselling services.

2015

2014

This fund covers the running of the Church Planter's Training

Programme.

This fund supports the work of te Children's and family worker.

This fund is used to run a local foodbank.

This fund is used to run a Christians Against Poverty (CAP) debt

This fund is to support outreach work to spiritual seekers.

This fund was used to produce a development DVD. This fund is used for renovating the charity's premises.

This fund is to support outreach to the snowboarding community.

# 15. Unrestricted funds

	At 31 Dec	Incoming	F	T	At 31 Dec
	2014	Resources	Expenditure	ransters	2015
	£	£	£	£	£
General reserve	17,619	63,153	(56,981)	-	23,791

#### 16. Analysis of net assets between funds

•	Tangible Fixed Assets		Total
Restricted funds	£	Assets £ 30,130	<b>£</b> 30,130
Unrestricted funds	9,707	14,084	23,791
	9,707	44,214	53,921

# 17. Control

The company is controlled by the Trustees

# 18. Liability of Members

The company is limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10. At 31 December 2015, there were 6 members.