

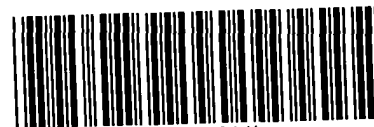
REGISTERED COMPANY NUMBER: SC224332 (Scotland)
REGISTERED CHARITY NUMBER: SCO00672

Registrars

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015
FOR
VOICE DESIGN & PRINT LIMITED**

William Duncan (UK) Limited
Chartered Accountants
4d Auchingramont Road
Hamilton
ML3 6JT

THURSDAY



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SCT

02/07/2015

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COMPANIES HOUSE

VOICE DESIGN & PRINT LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2015

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
SC224332 (Scotland)

Registered Charity number
SCO00672

Registered office
74 Portland Place
Hamilton
ML3 7LA

Trustees

Ian David Barcroft
William Mackie Crow - resigned 18.6.14
John Jamieson
Doreen Walker
Keith Watson
Madalena Brown
John Brain
Helen Walker
Alan Falconer

Independent examiner

Alan McGarvie CA
William Duncan (UK) Limited
Chartered Accountants
4d Auchingramont Road
Hamilton
ML3 6JT

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Related parties

None of the trustees were paid any remuneration or expenses by the charity during the year.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The company's objectives and aims in the year under review were that of promoting charitable purposes for the benefit of the inhabitants of Hamilton and the surrounding area.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year the charity generated gross income of £17,690 from various printing activities.

VOICE DESIGN & PRINT LIMITED

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2015**

FINANCIAL REVIEW

Reserves policy

The net outgoing resources of unrestricted funds, which are the operational reserves of the charity were £12,794.

The reserve fund represents the unrestricted funds arising from the past operating results. The trustees are satisfied that the balance of funds in the sum of £9,549, together with the relevant proportion of the 2015-16 South Lanarkshire Council Discretionary grant, approximates to the equivalent of 6 months operating expenditure.

Principal funding sources

The sole grant provider of the charity is South Lanarkshire Council.

Approved by order of the board of trustees on 24 April 2015 and signed on its behalf by:



John Brain - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
VOICE DESIGN & PRINT LIMITED**

I report on the accounts for the year ended 31 March 2015 set out on pages four to nine.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In 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 to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Alan McGarvie CA
William Duncan (UK) Limited
Chartered Accountants
4d Auchingramont Road
Hamilton
ML3 6JT

24 April 2015

VOICE DESIGN & PRINT LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015**

		31.3.15 Unrestricted fund £	31.3.14 Total funds £
INCOMING RESOURCES	Notes		
Incoming resources from generated funds			
Voluntary income		13,524	13,524
Activities for generating funds	2	17,690	26,888
Investment income	3	117	350
Total incoming resources		31,331	40,762
 RESOURCES EXPENDED			
Costs of generating funds			
Costs of generating voluntary income	4	43,345	38,985
Governance costs		780	744
Total resources expended		44,125	39,729
 NET INCOMING/(OUTGOING) RESOURCES		(12,794)	1,033
 RECONCILIATION OF FUNDS			
Total funds brought forward		22,343	21,310
 TOTAL FUNDS CARRIED FORWARD		9,549	22,343

The notes form part of these financial statements

VOICE DESIGN & PRINT LIMITED

BALANCE SHEET AT 31 MARCH 2015

			31.3.15 Unrestricted fund £	31.3.14 Total funds £
	Notes	£		
FIXED ASSETS				
Tangible assets	8		49	92
CURRENT ASSETS				
Stocks			944	809
Debtors	9		513	1,170
Cash at bank and in hand			20,694	22,623
			<u>22,151</u>	<u>24,602</u>
CREDITORS				
Amounts falling due within one year	10		(12,651)	(2,351)
NET CURRENT ASSETS			<u>9,500</u>	<u>22,251</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			9,549	22,343
NET ASSETS			<u>9,549</u>	<u>22,343</u>
FUNDS	11			
Unrestricted funds			9,549	22,343
TOTAL FUNDS			<u>9,549</u>	<u>22,343</u>

The notes form part of these financial statements

VOICE DESIGN & PRINT LIMITED

**BALANCE SHEET - CONTINUED
AT 31 MARCH 2015**

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

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

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 24 April 2015 and were signed on its behalf by:

† 

John Brain -Trustee

† 

Keith Watson -Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015

VOICE DESIGN & PRINT LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015**

5. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.15	31.3.14
	£	£
Depreciation - owned assets	<u>43</u>	<u>43</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2015 nor for the year ended 31 March 2014.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2015 nor for the year ended 31 March 2014.

7. STAFF COSTS

	31.3.15	31.3.14
	£	£
Wages and salaries	<u>32,178</u>	<u>26,374</u>

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

31.3.15	31.3.14
<u>2</u>	<u>3</u>

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

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2014 and 31 March 2015	<u>31,824</u>
DEPRECIATION	
At 1 April 2014	31,732
Charge for year	<u>43</u>
At 31 March 2015	<u>31,775</u>
NET BOOK VALUE	
At 31 March 2015	<u>49</u>
At 31 March 2014	<u>92</u>

VOICE DESIGN & PRINT LIMITED

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2015**

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.15	31.3.14
	£	£
Trade debtors	513	1,170
	<u>513</u>	<u>1,170</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.15	31.3.14
	£	£
Trade creditors	687	1,180
PAYE	412	427
Accruals and deferred income	11,552	744
	<u>12,651</u>	<u>2,351</u>

11. MOVEMENT IN FUNDS

	At 1.4.14 £	Net movement in funds £	At 31.3.15 £
Unrestricted funds			
General fund	22,343	(12,794)	9,549
TOTAL FUNDS	<u>22,343</u>	<u>(12,794)</u>	<u>9,549</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,331	(44,125)	(12,794)
TOTAL FUNDS	<u>31,331</u>	<u>(44,125)</u>	<u>(12,794)</u>