REPORT OF THE TRUSTEES AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2021

SATURDAY

SAF0MF4.]

CT 23/10/2021 COMPANIES HOUSE

-CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

]	Page	е
Report of the Trustees	1	to	3
Independent Examiner's Report		4	
Statement of Financial Activities		5	
Balance Sheet	6	to	7
Notes to the Financial Statements	8	to	15
Detailed Statement of Financial Activities	16	to	17

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

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 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The Day Centre was established to promote the welfare of older people by (i) offering opportunities for social integration, shared activities, maintaining and renewing friendships, re-establishing confidence where confidence may have been lost; (ii) providing assistance in maintaining independence (iii) making information available for older people, their carers and their families.

The Charitable Company's main area of charitable activity is the operation of the Langholm Day Centre which provides a supportive environment for older people to socialise. The Charitable company provides a minibus to transport frail older people to the Day Centre and also provides low cost lunches. A number of organised activities are provided.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Day Centre closed on the 20th of March 2020 in line with the government response to the Coronavirus Pandemic.

On Monday the 23rd of March, the Day Centre staff began delivering meals to members on a daily basis. Kitted in full PPE, we changed our daily operations to include delivering many meals per week as well as organising personal shopping, newsletters, quizzes and easy to use (and sanitise) at home activities such as books, DVDs and jigsaws.

Throughout the year we also maintained regular communication with our members through regular phone calls and socially distanced doorstep visits. We supported over 60 (mostly elderly) vulnerable people in Langholm with an age range of 25-100. We also supported hospital discharges and palliative care patients by providing them with a nutritious homemade meal daily.

During this time we delivered nearly 10,000 meals locally.

FINANCIAL REVIEW

Financial position

The Charitable Company received core funding (£73,336) from Dumfries & Galloway Council. Scottish Government Covid Support and Covid Hardship Fund grants were also received via Dumfries & Galloway Council. Grants were also received to support members and the community in the provision of meals on wheels during the Covid restrictions form Crossdykes (Muirhall Energy), The Langholm Initiative/DTAS and Safe and Healthy Action Partnership.

The Charitable Company also generated funds from the provision of Meals on Wheels in Langholm and Canonbie. Unrestricted net income for the year before transfers was £6,918 (2020, net expenditure £31,234).

Investment policy and objectives

Aside from retaining a prudent amount in reserves each year it is anticipated that most of the Charitable Company's funds are to be spent in the short term and so there are few funds available for long term investment.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

FINANCIAL REVIEW

Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed for investment in tangible fixed assets should be approximately equal to three months expenditure. At the period end date the unrestricted funds exceeded this amount but it is expected that over time these excess funds will be required for premises refurbishment costs. The reserves are needed to meet the working capital requirements of the Charitable Company in the event of a significant drop in funding.

FUTURE PLANS

The Charitable Company plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Langholm and District Day Centre for Older People is a Company Limited by Guarantee and does not have a Share Capital. It is governed by its Memorandum and Articles of Association.

Organisational structure

The Day Centre is organised through regular meetings of Trustees and administered by the Company Secretary and Company Accountant. In the event of the Company being wound up members are required to contribute an amount not exceeding £1.

Induction and training of new trustees

The current Trustees are already familiar with the practical work of the Charitable Company. New Trustees will undergo an induction process which will include guidance from experienced Trustees and an information pack including the Guidance for Charity Trustees produced by OSCR.

The appointment of new trustees can be proposed by members or existing directors at annual general meetings. In addition, the company may by ordinary resolution appoint a director to fill a vacancy or as an additional director.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC273066 (Scotland)

Registered Charity number

SC014753

Registered office

Charles Street Langholm Dumfriesshire DG13 0AA

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

Trustees

J Hammond, MBE J Scott A Christie

Under the requirements of the Articles of Association one third of the Directors are subject to retirement by rotation at each Annual General Meeting.

Mr. Christie retires by rotation at the next Annual General Meeting and, being eligible, offers himself for re-election.

Company Secretary

A Graham

Independent Examiner

Kevin D. Crowford Chartered Accountant JRW Chartered Accountants 19 Buccleuch Street Hawick Roxburghshire TD9 0HL

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

Approved by order of the board of trustees on 6th September 2021 and signed on its behalf by:

J Hammond, MBE - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LANGHOLM AND DISTRICT DAY CENTRE FOR OLDER PEOPLE

I report on the accounts for the year ended 31st March 2021 set out on pages five to fifteen.

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.

Kevin D. Crowford Chartered Accountant

JRW

Chartered Accountants 19 Buccleuch Street

Hawick

Roxburghshire

TD9 0HL

Date: September 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	M 2	133,600	-	133,600	88,045
Charitable activities Day Centre		36,592	-	36,592	47,849
Other trading activities Investment income	3 4		<u>-</u>		1,443 1
Total		170,192	-	170,192	137,338
EXPENDITURE ON Charitable activities Day Centre	5	163,274	<u>-</u>	163,274	168,572
NET INCOME/(EXPENDITURE)		6,918	-	6,918	(31,234)
RECONCILIATION OF FUNDS					
Total funds brought forward		165,652	2,515	168,167	199,401
TOTAL FUNDS CARRIED FORWAR	D	172,570	2,515	175,085	168,167

BALANCE SHEET 31ST MARCH 2021

EINED ACCEPTO	Notes	2021 £	2020 £
FIXED ASSETS Tangible assets	11	79,850	117,696
CURRENT ASSETS Prepayments and accrued income Cash at bank		313 97,948	1,480 89,594
		98,261	91,074
CREDITORS Amounts falling due within one year	12	(3,026)	(40,603)
NET CURRENT ASSETS		95,235	50,471
TOTAL ASSETS LESS CURRENT LIABILITIES		175,085	168,167
NET ASSETS		175,085	168,167
FUNDS Unrestricted funds Restricted funds	14	172,570 2,515	165,652 2,515
TOTAL FUNDS		175,085	168,167

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 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.

BALANCE SHEET - continued 31ST MARCH 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 6th September 2021 and were signed on its behalf by:

J Hammond, MBE - Trustee

J Scott - Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: 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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Going concern

The trustees have considered the potential impact of the current Covid-19 pandemic on the charity and are satisfied that the charity has sufficient cash reserves to meet all financial obligations for the foreseeable future. The Accounts have therefore been prepared on the going concern basis.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Improvements to property - 20% on cost Fixtures and fittings - 20% on cost Motor vehicles - 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Page 8 continued...

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

1. ACCOUNTING POLICIES - continued

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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method .

2. DONATIONS AND LEGACIES

Donations Grants Membership income	2021 £ 10,448 123,152 ————————————————————————————————————	2020 £ 16,027 70,468 1,550 88,045
Grants received, included in the above, are as follows:		
	2021	2020
D 4: 10 H 6 H	£	£
Dumfries and Galloway Council	73,336	55,332
Robertson Trust	-	10,000
Ewe Hill Wind Farm	-	2,040
Job Retention Scheme	5,976	-
Crossdykes (Muirhall Energy) Covid 19 Support		
	5,000	-
Langholm Initiative/DTAS		
· ·	21,840	_
Dumfries & Galloway Council - Covid Support Grant	10,000	-
Dumfries & Galloway Council - Covid Hardship Fund	4,500	_
	.,	
Safe & Healthy Action Partnership	2,500	_
Other grants	_,= ,= ,=	3,096
0		
	123,152	70,468

Page 9 continued...

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

3.	OTHER TRADING ACTIVITIES			2021	2020
	Lets			£	£ 1,443
4.	INVESTMENT INCOME			2021	- 2020
	Deposit account interest			£	£1
5.	CHARITABLE ACTIVITIES COSTS		Direct Costs £	Support costs (see note 6)	Totals £
	Day Centre		104,362	58,912	163,274
6.	SUPPORT COSTS Day Centre	Management £ <u>19,554</u>	Finance £ 38,158	Governance costs £ 1,200	Totals £ 58,912
7.	NET INCOME/(EXPENDITURE) Net income/(expenditure) is stated after ch	arging/(crediting) :		
				2021 £	2020 £

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

Depreciation - owned assets

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Page 10 continued...

37,846

40,006

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

9.	STAFF	COSTS
<i>-</i> •	~	

10.

Wages and salaries		2021 £ 81,767	2020 £ 83,098
		81,767	83,098
The average monthly number of employees during the	year was as follows:		
Day Centre		2021 9	2020 9
No employees received emoluments in excess of £60,00	00.		
COMPARATIVES FOR THE STATEMENT OF F	INANCIAL ACTIV Unrestricted funds	/ITIES Restricted funds	Total funds
INCOME AND ENDOWMENTS FROM Donations and legacies	£ 76,005	£ 12,040	£ 88,045
Charitable activities Day Centre	47,849	-	47,849
Other trading activities Investment income	1,443 1	<u>-</u>	1,443 1
Total	125,298	12,040	137,338
EXPENDITURE ON Charitable activities Day Centre	156,532	12,040	168,572
NET INCOME/(EXPENDITURE)	(31,234)	-	(31,234)
RECONCILIATION OF FUNDS			
Total funds brought forward	196,886	2,515	199,401
TOTAL FUNDS CARRIED FORWARD	165,652	2,515	168,167

Page 11 continued...

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

11. TANGIBLE FIXED ASSETS

		Improvements to property £	Fixtures and fittings £	Motor vehicles	Totals £
	COST				
	At 1st April 2020 and 31st March 2021	149,358	50,671	42,550	242,579
	DEPRECIATION				
	At 1st April 2020	59,744	22,589	42,550	124,883
	Charge for year	29,872	<u>7,974</u>		_37,846
	At 31st March 2021	89,616	30,563	42,550	162,729
	NET BOOK VALUE				
	At 31st March 2021	59,742	20,108	-	<u>79,850</u>
	At 31st March 2020	89,614	28,082		117,696
12.	CREDITORS: AMOUNTS FALLING	DUE WITHIN O	NE YEAR		
				2021	2020
	Other creditors and accruals			£	£
	Grants received in advance			3,026	3,935 36,668
	Grand 10001vod in advance				30,000
				3,026	40,603

Grants received in advance consists of a grant received in March 2020 from Dumfries & Galloway Council that is subject to a service level agreement for the provision of day services including lunches and social activities, for the period 1st April 2020 until 30th September 2020.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

			2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Fixed assets	79,850	-	79,850	117,696
Current assets	95,746	2,515	98,261	91,074
Current liabilities	(3,026)		(3,026)	(40,603)
	172,570	2,515	175,085	168,167

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

14. MOVEMENT IN FUNDS

MOVEMENT IN FUNDS		N T-4	
	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds General fund	165,652	6,918	172,570
Restricted funds Training & support fund IT equipment fund Day Opportunities Fund TOTAL FUNDS	869 1,146 500 2,515		869 1,146 500 2,515 175,085
TOTALITONDS	168,167	<u>6,918</u>	173,003
Net movement in funds, included in the above are as follows	ws:		
Unrestricted funds	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	170,192	(163,274)	6,918
TOTAL FUNDS	170,192	(163,274)	6,918
Comparatives for movement in funds			
Unrestricted funds	At 1.4.19	Net movement in funds £	At 31.3.20 £
General fund	196,886	(31,234)	165,652
Restricted funds Training & support fund IT equipment fund Day Opportunities Fund	869 1,146 	- - -	869 1,146 500
	2,515		2,515
TOTAL FUNDS	199,401	(31,234)	168,167

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	125,298	(156,532)	(31,234)
Restricted funds		٠	,
Ewe Hill Wnd Farm	2,040	(2,040)	-
Robertson Trust	10,000	(10,000)	
	12,040	(12,040)	
TOTAL FUNDS	137,338	<u>(168,572</u>)	(31,234)

General fund - comprises of the general funds of the Charitable Company which the trustees are free to use in accordance with the charitable objects of the society.

Minibus fund - comprises of the minibus which was purchased using funds donated specifically for that purpose.

Training & support fund - comprises a grant from Dumfries & Galloway Council restricted to expenditure on staff training.

IT equipment fund - comprises a grant from Dumfries & Galloway Council restricted to expenditure on the upgrade of the charity's IT equipment.

Day opportunities fund - comprises a grant from Annandale & Eskdale Safe & Healthy Activities Partnership restricted to expenditure on art classes in the day centre.

Robertson Trust - comprised a grant from The Robertson Trust to help fund the managers salary costs.

Ewe Hill Wind Farm - comprised a grant for the purpose of providing a special chair for the treatment room.

Page 14 continued...

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST MARCH 2021

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2021.

16. COMPANY LIMITED BY GUARANTEE

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 £1.

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies Donations Grants Membership income	10,448 123,152	16,027 70,468 1,550
	133,600	88,045
Other trading activities Lets	-	1,443
Investment income Deposit account interest	-	1
Charitable activities Lunch/coffee income Minibus income Meals on wheels	36,592	41,841 2,156 3,852
	36,592	47,849
Total incoming resources	170,192	137,338
EXPENDITURE		
Charitable activities Wages and salaries Food and drink Kitchen equip. & consumables Minibus running costs Exercise grant expenditure	81,767 13,112 5,289 4,194 ————————————————————————————————————	83,098 15,600 1,719 2,928 1,222 104,567
Support costs Management		
Premises, including rent and repairs Telephone Stationery and other admin costs Legal & professional fees	13,660 771 4,247 876	18,350 1,357 1,912
	19,554	22,399

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021

	2021 £	2020 £
Management		
Finance		
Bank charges	312	520
Depreciation of tangible fixed assets	<u>37,846</u>	40,006
	38,158	40,526
Governance costs		
Independent examiners fees		1,080
Total resources expended	163,274	168,572
Net income/(expenditure)	6,918	(31,234)