

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST

(A Company Limited by Guarantee)

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Charity no: SC038325

Company Number: SC327502



www.thomsoncooper.com



MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
(A Company Limited by Guarantee)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

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MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018

The trustees are pleased to present their annual directors' report for the year ending 31 March 2018 which are prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

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 in the UK and Republic of Ireland (FRS 102).

Our purpose and activities

Mayfield and Easthouses Development Trust (MAEDT) aims to achieve the sustainable regeneration of a community through addressing the economic, social, environmental and cultural needs of the Mayfield and Easthouses community. In achieving the sustainable regeneration of Mayfield and Easthouses we aim to provide a hub for the local community, identify and respond to opportunities that become available to the community and provide a central, trusted point of contact, information, leadership and facilitation to, with and for the community we serve.

We work in partnership with Midlothian Council, NHS, local, national and county wide third sector organisations and other groups and agencies for the benefit of the people of Mayfield and Easthouses. We continually engage with local residents and our service users, giving our local community a voice.

Mayfield and Easthouses Development Trust has been set up to benefit the community of Mayfield and Easthouses with the following object and activities:

1. To manage community land and associated assets for the benefit of the Community and the public in general as an important part of the protection and sustainable development of Scotland's natural environment;
2. To provide within Mayfield and Easthouses recreational facilities, or organise recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended;
3. To advance education and in particular to promote opportunities for learning for the benefit of the general public;
4. To advance the arts and/or culture;
5. To advance environmental protection and improvement in Mayfield and Easthouses through the provision, maintenance and/or improvement of public open space and other public amenities and other environmental and regeneration projects (but subject to appropriate safeguards to ensure that the public benefits so arising clearly outweigh any private benefit thereby conferred on private landowners);
6. To prevent or relieve poverty particularly among the residents of Mayfield and Easthouses;
7. To relieve those in need by the promotion of trade and industry within Mayfield and Easthouses for the benefit of the general public;

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TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018 (CONTINUED)

Our purpose and activities Continued

8. To relieve those in need by promoting training, particularly among residents of Mayfield and Easthouses, and with particular reference to skills which will assist the participants in obtaining paid employment;
9. To help young people, particularly those resident in Mayfield and Easthouses, to develop their physical, mental and spiritual capacities, such that they may grow to full maturity as individuals and as members of society;
10. To advance heritage and/or preserve, for the benefit of the general public, the historical, architectural and constructional heritage that may exist in and around Mayfield and Easthouses in buildings (including any structure or erection, and any part of a building as so defined) of particular beauty or historical, architectural or constructional interest;
11. To advance the health of the residents of Mayfield and Easthouses, and to assist in the relief of ill health and the provision of health education for such residents;
12. To encourage, stimulate and support volunteering principally in Mayfield and Easthouses;
13. To advance citizenship and/or community development (including the promotion of civic responsibility and the promotion of the voluntary sector and/or the effectiveness or efficiency of charities);
14. To promote, establish, operate and/or support other similar schemes and projects of a charitable nature for the benefit of the community within Mayfield and Easthouses.

Achievements and Performance

This year has seen us strengthen relationships within the community and partnerships with other agencies and organisations, secure funding for our Job Club for 2 more years, and secure future funding for a Volunteer Coordinator. Our Community Garden is taking shape, with an orchard area and raised planters all ready to bloom, and our Team is working to ensure that the Pavilion can be opened up to the public very soon too. As part of the In It Together Group, we have secured funding for a Consultation around the use of the Leisure Centre site, and are considering an Asset Transfer request for the land the Leisure Centre is on so that the Community can have a valuable asset for future development within our Town Centre,

In this time of shrinking budgets and increased need, we have managed to weather the storm (and will continue to do so), whilst growing our reach and developing services for the people of Mayfield and Easthouses.

In 2017/18 the Trust:

Continued to run our Job Club – helping local people to engage positively in their search for employment or training. This is an invaluable service for which we have managed to secure another 2 years funding.

Continued to provide our Lunch Club for elderly and isolated people in the local area.

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TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018 (CONTINUED)

Achievements and Performance Continued

With our partners in the In It Together Group, we have secured funding for a consultation on the future use of the Leisure Centre site and are considering an asset transfer request for this site to allow the community to have a valuable asset which can be developed or utilised to enable the regeneration of the Town Centre.

Developed the Community Garden – we have planted an orchard area and are about to renovate the container within the grounds and put up external lighting and power points to enable us to use the garden all year round.

Developed and strengthened partnerships within the local community and with local agencies and organisations.

Through partnerships with the local foodbank and MFIN, Developed work around utilising food waste to help address food poverty and alleviating hunger which will develop more in the next financial year.

Continued to provide our Lunch Club for isolated and elderly members of the community.

Despite lack of funding, we have worked with volunteers to continue to provide the School Uniform Recycling Project which is an invaluable service for many parents and carers in the local area.

Continued to take an active role in Community and Neighbourhood Planning.

Supported the new MAEDT Photography Group to become established within our premises.

Financial Review

Overall income increased in the year from £63,831 to £67,788, largely due to increased income from donations from £900 to £3,162. Also, included in charitable income is restricted grants which increased from £54,592 to £64,192.

Although income reduced in the year, expenditure in the year also decreased from £87,114 to £72,784 which created an overall deficit of £4,996.

The unrestricted funds incurred a deficit of £5,299 (2017:£8,839) and the fund at 31 March 2018 totalled £7,539 (2017 - £12,838). The restricted funds incurred a surplus of £303 (2017: deficit £14,444) . The restricted fund balance at 31 March 2018 was £26,983 (2017 - £26,680) The Trustees continue to generate funds through activities and look for funding from external sources to be able to maintain the regeneration of the community through new projects.

The Trustees consider this to be satisfactory.

Principal funding sources

The charity's principal funding sources are grants from both public and private sources, particularly from Midlothian Council, The Robertson Trust, Tesco and COSS Funding.

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TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018 (CONTINUED)

Reserves policy and going concern policy

The trustees are still working towards creating reserves of around £7,500 to enable us to cover running costs for approx. 3 months. Due to delays in the renovation of the Pavilion we have not been able to generate income as expected within this financial year. We anticipate that this will be easier to achieve over the next couple of years as our income generation possibilities will increase with the development of the Pavilion and Community Garden.

Plans for Future Years

The trust plans to continue developing the services outlined above and undertake the following in line with our strategic aims:

- Increase the activities of the Trusts income generation activities. We are hoping to secure funding for a post and/or support to do this.
- Further develop our community hub and garden to provide a vibrant space for support, learning and leisure that can be accessed, used and enjoyed by all in the community.
- Continue to be responsive to the identified and articulated needs of the community we serve and work with the community, relevant partners, agencies and funders to meet these needs.
- Continue to work with our In It Together partners to secure funding for a Masterplan for the Town Centre.
- Develop our volunteers and increase volunteer opportunities.
- Work to increase the knowledge and capacity of our staff team, to enable them to further develop and increase their ability and confidence to deal with change and growth within the community.

Statement of Trustees' Responsibilities

The trustees (who are also directors of the charitable company for the purpose of company law) are responsible for preparing the accounts in accordance with applicable United Kingdom law and United Kingdom Generally Accepted Accounting Practice.

Company law 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 company and of its incoming resources and application of funds, including its income and expenditure account for that period. In preparing those 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 whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the 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 corporate and financial information included on 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.

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018 (CONTINUED)

Reference and Administrative Information

Charity registration number	SC038325
Company registration number	SC327502
Registered Office	12 Bogwood Court, Mayfield, Dalkeith, EH22 5DG

Our advisors

Independent Examiner	Fiona E Haro, B Com (Hons), CA
Thomson Cooper Accountants	22 Stafford Street, Edinburgh, EH3 7BD
Bankers	Royal Bank of Scotland plc, 63 High Street, Dalkeith EH22 1JA

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel Mayfield and Easthouses Development Trust: Trustees' and Directors

Patricia Bowie	
Patrick O'Neill	
Sharon Hill	
Lynne Hood	
Robert Hogg	
Kim Queen	(Resigned 1 December 2018)

Key management personnel:

Sharon Hill (secretary)	Development worker
Michelle Kerr	Job Club worker

Structure, Governance and Management

Background

Mayfield and Easthouses Development Trust (MAEDT) was set up in 2006 following extensive community consultation with the local communities of Mayfield and Easthouses in Midlothian.

Following the consultation, the community decided to set up a steering group, from which MAEDT was born. MAEDT was then made into a charity and a company limited by guarantee and we started to secure premises.

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TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018 (CONTINUED)

In 2007 we opened the doors of the MAEDT Centre and in 2008 we appointed our Development Worker to lead our staff team. Since then MAEDT has set up local services and projects to meet the needs of our local community. We aim to meet the Social, Economic, Cultural and Environmental needs of our community. MAEDT was set up by, is run by and works for the community to which we serve.

Governing Document

Mayfield and Easthouses Development Trust is a company limited by guarantee incorporated on 10 July 2007 and governed by its Memorandum and Articles of Association. It is registered as a charity with HM Revenue & Customs and OSCR.

The board of trustees administers the charity. The board meet a minimum of 8 times a year and provides strategic direction to the organisation.

Appointment of Trustees

The trustees were elected from the membership of the Trust at the Annual General Meeting. Future election, retiral and re-election of Trustees will be carried out in accordance with the Memorandum and Articles of Association (paragraphs 51 – 58)

Trustee Training

Trustees have regular sessions on orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association and the committee and decision making processes. The Trustees work with the business plan and funding strategy to take the organisation forward.

Related Parties

Sharon Hill currently receives a remuneration from the charity for her role as development worker. She was appointed as Secretary on 24 May 2016.

Risk Management

The Board maintains a register of risks. A risk assessment report is considered by the Board of Trustees on a minimum of a bi-annual basis and action is taken to limit and mitigate those risks accordingly. At the end of the financial year 2017/18 the key risk area was our level of funding and the maintenance and development of relationships with key funders.

By order of the board:



Patrick O'Neill
(Trustee)

Date: 6 December 2018

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST

I report on the accounts of the charity for the year ended 31 March 2018 set out on pages 10 to 23.

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 (as amended). The charity 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.

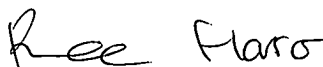
Basis of independent examiner's report

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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 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.



Fiona Haro CA
Relevant Professional Qualification: Chartered Accountant
On behalf of Thomson Cooper
Accountants
22 Stafford Street
Edinburgh
EH3 7BD

Date: 7 December 2018

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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STATEMENT OF FINANCIAL ACTIVITIES
(Including Income & Expenditure Account)
For the Year Ended 31 March 2018

	Notes	Unrestricted General Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Income:					
Donations	3	3,162	-	3,162	900
Charitable activities	4	434	64,192	64,626	62,464
Trading activities	5	-	-	-	443
Investments	6	-	-	-	24
Total Income		3,596	64,192	67,788	63,831
Expenditure:					
Charitable Activities	8	8,895	63,889	72,784	87,114
Total expenditure		8,895	63,889	72,784	87,114
Net income/(expenditure) and net movement in funds for the year		(5,299)	303	(4,996)	(23,283)
Transfer between funds					
		-	-	-	-
Reconciliation of funds:					
Total funds brought forward		12,838	26,680	39,518	62,801
Total funds carried forward		7,539	26,983	34,522	39,518

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 at pages 12 to 23 form part of these financial statements.

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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BALANCE SHEET
As at 31 March 2018

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Fixed assets					
Tangible fixed assets	19	-	372	372	1,370
Total fixed assets		-	372	372	1,370
Current assets					
Debtors and accrued income	20	-	1,167	1,167	782
Cash at bank and in hand		8,614	27,607	36,221	46,960
Total current assets		8,614	28,774	37,388	47,742
Liabilities					
Creditors: amounts falling due within one year	21	1,075	2,163	3,238	9,594
Net current assets		7,539	26,611	34,150	38,148
Net assets		7,539	26,983	34,522	39,518
The funds of the charity:					
Unrestricted funds	22	7,539	-	7,539	12,838
Restricted funds		-	26,983	26,983	26,680
Total charity funds		7,539	26,983	34,522	39,518

In preparing these financial statements:

- (a) The Trustees are of the opinion that the company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2017.
- (b) The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2017 in accordance with Section 476 of the Companies Act 2006, and
- (c) The Trustees acknowledge their responsibilities for:
 - (i) Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006, and
 - (ii) Preparing 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 surplus or deficit for the financial year in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the requirements of this Act relating to the accounts, 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.

The financial statements were approved by the Board on 6 December 2018 and signed on its behalf by:

Patrick O'Neill
(Trustee)



The notes on pages 12 to 23 form part of these financial statements

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended 31 March 2018

1. Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below:

a) Basis of preparation

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Mayfield and Easthouses Development Trust meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. No restatements were required.

c) Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charities ability to continue as a going concern.

d) Income

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain 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 and donations 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.
- 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 deferred when performance related grants are received in advance of the performances or event to which they relate.
- Incoming resources from charitable activities is accounted for when earned

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

e) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time Trustees is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount paid can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

g) Fund Accounting

- *Unrestricted funds* are funds that can be used in accordance with the objectives of the charitable company at the discretion of the directors.
- *Designated funds* are unrestricted funds set aside by the directors for specific future purposes or projects.
- *Restricted funds* are funds that can only be used for particular restricted purposes within the objectives of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

h) Expenditure and irrecoverable VAT

Expenditure is recognised on an accrual basis as a liability is incurred. The company is not registered for VAT and accordingly irrecoverable VAT is charged against the category of resources expended to which it relates.

- Costs of generating funds are those costs incurred in attracting voluntary income and the costs incurred in trading activities that raise funds.
- Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services to its beneficiaries. It includes both the direct costs and indirect costs necessary to support these activities.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charitable company and include the audit fees and costs linked to its strategic management.
- Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis e.g. estimated usage, staff costs by time spent.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, and governance costs which support the charity. The bases on which support costs have been allocated are set out in note 8.

j) Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. The cost of minor additions or those costing below £50 are not capitalised but are written off. Depreciation is provided at annual rates calculated to write off the cost of each asset over its expected useful life, as follows:

Motor Vehicles	25% straight line
Plant & Machinery	33.3% straight line

k) Debtors

Trade debtors and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n) Pensions

The Mayfield and Easthouses Development Trust does not operate a company pension scheme, and no contracting out certificate under the Social Security Pensions Act 1975 is in force. The Mayfield and Easthouses Development Trust contributes a sum equal to 5% of the salary of each employee towards any private pension taken out by that employee.

The pension charge recorded in these accounts is the amount of contributions payable in the accounting year.

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

2. Legal status of the charity

The organisation is a charitable company limited by guarantee and has no share capital. In the event of the company being wound up each member is obliged to contribute an amount not exceeding £1.

3. Donations

	2018 £	2017 £
Donations received	3,162	900

4. Income from charitable activities

	2018 Restricted £	2018 Unrestricted £	2017 Restricted £	2017 Unrestricted £
Grant Income	64,192	-	54,592	-
Minibus Hire		434		2,959
Room Hire	-	-	-	1,640
Other charitable activities	-	-	-	3,273
	64,192	434	54,592	7,872

5. Income from trading activities

	2018 Restricted £	2018 Unrestricted £	2017 Restricted £	2017 Unrestricted £
Fundraising events	-	-	-	443
Merchandising	-	-	-	-
	-	-	-	443

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

6. Investment Income

	2018	2017
	£	£
Interest received	-	24

All of the charity's investment income arises from money held in interest bearing deposit accounts.

7. Grant Income

	2018	2017
	£	£
Midlothian Council Small Grant – Poverty	2,000	
Midlothian Council Small Grant – Health	1,200	
Hot Meals Midlothian Grant	193	-
Midlothian Council Large Grant	11,828	14,176
Community Chest Lunch Grant	1,000	-
Robertsons Trust	16,000	16,000
COSS/CPP Grants – In it together	4,000	10,000
Pockets & Prospects	12,280	-
Berta McLaren Garden	10,000	-
Midlothian Council Rent Support	5,691	5,691
Tesco Groundworks	-	6,000
Midlothian Council Small Grant	-	2,725
	<hr/>	<hr/>
	64,192	54,592

All grant income received is restricted (see note 22 for details)

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

8. Analysis of expenditure on charitable activities

	Provision of Services to the Community	
	£	£
Staff costs	31,558	31,558
Event Costs	434	434
Travel & Subsistence	1,621	1,621
Tools, Tool Hire & Building Costs	7,191	7,191
Training Costs	210	210
Kitchen Items & White Goods	1,288	1,288
In It together Costs	14,000	14,000
Support costs (see note 12)	15,407	15,407
Governance costs (see note 12)	1,075	1,075
	<hr/>	
	72,784	72,784
	<hr/>	

9. Summary analysis of expenditure and related income for charitable activities

This table shows the cost of the main charitable activities and the sources of income directly to support those activities.

	Provision of Services to the Community	Total
	£	£
Costs	72,784	72,784
Charitable activities	(64,192)	(64,192)
Trading Activities	-	-
Investment income	-	-
Donations	(3,162)	(3,162)
	<hr/>	
Net cost funded from other income	5,430	5,430
	<hr/>	

10. Analysis of governance and support costs

The company initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the charitable activities undertake (see note 8) in the year. Refer to the table below for the basis of apportionment and the analysis of support and governance costs.

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

11. Analysis of support and governance costs

	General Support £	Governance function £	Total £	Basis of apportionment
Premises and insurance	8,874	-	8,874	Direct allocation
Telephone and internet	830	-	830	Direct allocation
Postage and stationery	1,177	-	1,177	Direct allocation
Minibus Depreciation	625	-	625	Direct allocation
Minibus Expenses	1,998	-	1,998	Direct allocation
Maintenance & Sundries	1,903	-	1,903	Direct allocation
Accountancy	-	1,075	1,075	Governance
Total	15,407	1,075	16,482	

12. Net income/(expenditure) for the year

	2018 £	2017 £
This is stated after charging:		
Depreciation	998	998

13. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2018 £	2017 £
Gross wages and salaries	31,558	35,375
Employer's national insurance costs	-	-
	31,558	35,375

No employee received emoluments of more than £60,000.

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

14. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel continued

The company made defined contributions of £168 (2017: £nil) to an employee's personal pension plan. At the year end, there were prepaid contributions of £46 (2017: £nil).

The key management personnel comprise of the trustees, the development worker and the administrator/volunteer coordinator. The total employment costs for the key personnel was £31,558 (2017: £35,375), there were no additional benefits of the key management personnel of the charity. The key personnel were reimbursed expenses of £nil (2017: £nil).

15. Staff numbers

The average number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	2018 Number	2017 Number
Administration and support	1	1
Development workers	1	1
	<hr/> 2	<hr/> 2

16. Related Party Transactions

There are no related transactions to report for the year.

17. Government Grants

Income from government grants comprises of grants provided to cover the day to day running costs of the organisation. See note 23 for more information and to the amount and source of these grants.

18. Taxation

The company is a registered charity and consequently no provision is considered necessary for taxation.

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

19. Tangible fixed assets

	Motor Vehicles £
Cost	
As at 1 April 2017	3,618
Additions in the year	-
Disposals in the year	-
As at 31 March 2018	<u>3,618</u>
Depreciation	
As at 1 April 2017	2,248
Charge for the year	998
Disposal in year	-
As at 31 March 2018	<u>3,246</u>
Net Book Value as at 31 March 2018	<u>372</u>
Net Book Value as at 1 April 2017	<u>1,370</u>

20. Debtors and accrued income

	2018 £	2017 £
Prepayments	928	728
Accrued Income	193	-
Pension Debtor	46	-
	<u>1,167</u>	<u>728</u>

21. Creditors: Amounts falling due within one year

	2018 £	2017 £
Due to Midlothian Council	-	7,492
PAYE Creditor	1,060	954
Accrued expenses	1,075	1,148
Creditors	<u>1,103</u>	<u>-</u>
	<u>3,238</u>	<u>9,594</u>

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

22. Analysis of charitable funds

	At 1 Apr 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 Mar 2018 £
Unrestricted Funds:					
General	3,838	3,596	(8,895)	1,500	39
Designated	9,000	-	-	(1,500)	7,500
	<u>12,838</u>	<u>3,596</u>	<u>(8,895)</u>	<u>-</u>	<u>7,539</u>

Name of Restricted Fund	Description, nature and purpose of fund
General	This is allocated as free reserves for no specific purpose
Designated	These designated funds are to pay light & heat for the year

	At 1 Apr 2017 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 Mar 2018 £
Restricted funds:					
Restricted Funds – General	1,247	-	(1,247)	-	-
Woodland	221	-	-	-	221
Minibus	625	-	(625)	-	-
Tesco Groundworks Grant	6,000	-	(5,154)	-	846
Pockets and Projects	-	12,280	(3,380)	-	8,900
Lunch Club	462	-	(189)	-	273
Gardening Comp / Summer Gala	116	-	-	-	116
Berta McLaren Garden	-	10,000	(745)	-	9,255
Midlothian Council Small Grant – Health	-	1,200	(790)	-	410
Midlothian Council Rent Support	31	5,691	(5,691)	-	31
Midlothian Council Grant Fund – Large	759	11,828	(10,260)	-	2,327
Midlothian Council Small Grant – Poverty	259	2,000	(1,288)	-	971
The Robertson Trust	4,072	16,000	(19,242)	-	830
COSS/CPP Grant – In It Together	10,000	4,000	(14,000)	-	-
Hot Meals Midlothian	-	193	(193)	-	-
Foundation Scotland – Lunch club	458	-	(434)	-	24
Community Chest Fund – Lunch club	2,199	1,000	(643)	-	2,556
Community Chest Fund - Job Club	189	-	-	-	189
Y2K Mitigation Funding	42	-	(8)	-	34
	<u>26,680</u>	<u>64,192</u>	<u>(63,889)</u>	<u>-</u>	<u>26,983</u>
Total funds	<u>39,518</u>	<u>67,788</u>	<u>(72,784)</u>	<u>-</u>	<u>34,522</u>

MAYFIELD AND EASTHOUSES DEVELOPMENT TRUST
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

22. Analysis of charitable funds continued

Name of Restricted Fund	Description, nature and purpose of fund
Midlothian Council Small Grant – Poverty	Kitchen/Cooking equipment to enable development of a recovery café and other associated food related groups and activities.
Midlothian Council Small Grant – Health	Gardening and walking equipment to enable development and delivery of groups and activities focusing on health and active lifestyles
SCVO Hot Meals Midlothian	A small piece of partnership work with Midlothian Foodbank and MFIN, providing a hot meal and support activities to a small group of participants
Midlothian Council Large Grant	Core Activities – Staffing and utilities
Community Chest Lunch Club	Lunch Club expenses
Robertsons Trust	Core Activities – Staffing and utilities
COSS Grant	In It Together funding for Road Map development
CPP Grant	In It Together funding for Road Map development
Pockets and Prospects	Job Club and Core funding
Berta McLaren Garden Fund	Legacy payment to enable development of the community garden and provision of the MAEDT Beautiful Garden Competition.
Midlothian Council Rent Support	Rent support grant
Tesco Groundworks	Development of the Community Garden
Midlothian Council Small Grants	Funds Received in advance of financial year 2018/19 for Health, Poverty and Training projects and activities.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended 31 March 2018

24. Analysis of net assets between funds

	General Funds 2018 £	Designated Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £
Tangible fixed assets	-	-	372	372
Current assets	1,114	7,500	28,774	37,388
Current liabilities	(1,075)	-	(2,163)	(3,238)
Net assets	39	7,500	26,983	34,522

25. Administered funds

The company administers funds on behalf of Community Futures, an organisation which supports community action, and has no responsibility for the funds' ultimate application. Accordingly, the funds are not reflected in the company's Statement of Financial Activities.

The movement on these funds were as follows:

	2018 £	2017 £
Opening funds held	-	3,940
Outgoing resources – grants paid	-	(3,940)
Closing funds held	-	-