

CHARITY NO: SC019637

COMPANY NO: SC357219

**GEEZA BREAK**  
**REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**



**GEEZA BREAK**

**REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**

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## **GEEZA BREAK**

### **REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020**

#### **REFERENCE AND ADMINISTRATIVE INFORMATION**

|  |   |
|--|---|
| <b>Charity Number:</b>                                   | SC019637  |
| <b>Company Number:</b>                                   | SC357219  |
| <b>Trustees</b>  | L Kilby (Chair)<br>M Mulholland (Treasurer)<br>C Duncan<br>D Sinclair<br>D Reilly<br>L McGoldrick |
| <b>Non Trustees attending in a professional capacity</b> | J McLaughlin  |
| <b>Chief Executive</b>                                   | Doreen Paterson   |
| <b>Registered Office</b>                                 | 1450-1456 Gallowgate<br>Parkhead<br>Glasgow<br>G31 4ST  |
| <b>Independent Auditors</b>                              | Wylie & Bisset (Audit) Limited<br>Chartered Accountants<br>168 Bath Street<br>Glasgow<br>G2 4TP   |
| <b>Bankers</b>   | The Royal Bank of Scotland plc<br>1304 Duke Street<br>Glasgow<br>G31 5PZ                          |
| <b>Solicitors</b>  | TC Young<br>7 West George Street<br>Glasgow<br>G2 1BA   |

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020**

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 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.

The legal and administrative information on page 1 forms part of this report.

#### **Trustees**

The Trustees are as named on page one. Appointment of Trustees is governed by the Memorandum and Articles of the company. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing director.

#### **Principal Activities**

Providing care, respite services and family support within the community of the North East of Glasgow and City wide through the Kinship Care project, and we work in partnership with the Family Addictions Support Services (FASS).

#### **Objectives and Policies**

##### **The objectives of the company are as follows:**

To promote the welfare of those in need of care and carers within the community of the North East of Glasgow and City wide through the Kinship Care project and in furtherance thereof:

- (a) To provide greater awareness of needs of families and to provide supportive services to enable families to cope in their local community.
- (b) To provide respite care services to parents and children.
- (c) To provide family support services to families and children.
- (d) To encourage local people to provide respite care service to families under stress, therefore reducing the need for statutory intervention and possible reception into care.
- (e) To ensure local management and accountability of resources.

#### **Membership of Geeza Break**

Membership of the company is open to all individuals who have a genuine interest in the objects and pursuits of the company and who agree to be bound by the terms of the Memorandum and Articles of Association. An employee of the company may not become a member. Any member who wishes to withdraw from membership will sign and lodge with the organisation a written notice to that effect. On receipt of the notice by the organisation he/she will cease to be a member.

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

#### **Board of Trustees of Geeza Break**

The Board of Trustees is made up of members who are nominated at the Annual General Meeting and approved by a vote at that meeting. Nomination forms for the membership of the Board will be made available at each AGM. The Board may also include ex-officio members from interested groups and organisations as appropriate. The Board may at its discretion appoint working parties, sub-committees and advisory groups from its membership or from other sources as required. The Board will meet at least six times per year or at other times as and when required.

A member of the Board will automatically vacate the office if he/she ceases to be a member of the company, if he/she resigns office by notice to the Board or fails to attend three successive Board meetings without formal apologies being received.

The Trustees who served during the year and since the year end, unless otherwise stated, were:

|                |                              |
|----------------|------------------------------|
| Chair          | L Kilby                      |
| Vice Chair     | J Imeson (resigned 10/7/19)  |
|                | D Reilly                     |
| Treasurer      | M Mulholland                 |
| Other Trustees | K Bell (resigned 26/8/19)    |
|                | C Duncan (appointed 26/8/19) |
|                | A Duffus (resigned 26/8/19)  |
|                | L McGoldrick                 |
|                | D Sinclair                   |
|                | J Strang (appointed 30/1/20) |
|                | (resigned 4/6/20)            |

Non-Trustees attending in a professional capacity J McLaughlin

#### **Office Bearers**

The Board of Trustees elect from among themselves a Chairperson, Vice-Chairperson and Treasurer. All office bearers will cease to hold office at the conclusion of each AGM but shall be eligible for re-election. Any person elected as an office bearer will cease to hold office if they cease to be a member of the Board or if they resign from that office by written notice to that effect. The Office Bearers are the Trustees of Geeza Break. The senior staff member to whom the Board delegate day to day management to is the CEO, Doreen Paterson.

#### **Induction and Training of Trustees**

As part of their induction programme any new directors of Geeza Break are made aware of their responsibilities as laid down in the law and the Memorandum and Articles of the Company. The induction includes: -

- An introduction to the objectives, policies and procedures of the organisation
- Copy of the Memorandum and Articles for the charitable company
- Information / Induction document. Detailed within this document is the role description for Trustees, code of conduct, terms and conditions for membership of the Board and register of interests.

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

Trustees are encouraged to attend appropriate external training events to facilitate the undertaking of their role, especially annual child protection training. Training / development events are arranged on a regular basis by the company.

The trustees must act in the interests of the charity. We must seek in good faith to ensure the charity operates in a manner consistent with its purposes and must act with care and diligence. To do this we review, plan and direct through regular Board meetings and sub-committee meetings all areas of the business of the charity including but not restricted to Governance, Planning and Development, Operations, Finance and HR.

The day to day management of these areas are discharged to the Chief Executive who is expected to ensure that decisions made by the Board have been carried out and report back on the effectiveness of these decisions.

#### **Review of Risks**

The main risks facing the charity are financial. The charity prepares annual budgets which are reviewed by the treasurer and monitored by the Board on a six weekly basis against actual income and expenditure.

The Charity has invested in a fundraising team, this has the effect of diversifying the range of funding greatly over the past few years which has spread the funding risk.

Finally, the charity uses the services of RBS Mentor for all employment matters, this ensures that any staff issues arising are dealt with properly and reduced the risk of any claims against the charity.

#### **Remuneration of Key Management Personnel**

Senior staff remuneration is set by the Board of Directors following benchmarking against the same or similar positions within charities of a comparable size as well as documentation produced by the Glasgow Social Enterprise Network and any other relevant body. The Key Management Personnel are considered to be the trustees and the Chief Executive.

#### **Principal Activities**

In the past year, the organisation has worked hard to continue to provide our valuable service to all those who need it within the North and East of Glasgow despite the challenges faced through increased service users, government cutbacks and increased costs.

Since being registered as a fostering service we have to review our carer each year and In December 2019 we arranged another multi-disciplinary panel to review the Foster Respite Carers including medicals, PVG, and a review of the assessment plus checking that nothing with in the home had changed such as anyone else living in the home that would need PVG. Josephine McLaughlin Social Work Service Manager chaired the panel and the recommendations went to the Head of Children Services to be ratified, with a follow up letter to the Foster Respite Carers confirming their criteria for the coming year. Once the carers are approved the approval documentation then goes to the Head of Children and Families to be ratified. All Carers were then given a letter to confirm their criteria for the coming year.

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

During the year our new database became operational. This was a big project migrating all information, checking and double-checking all relevant information was accurately transferred and to also further develop additional fields that are unique to our services so that we are capturing important information for our funders. This was successfully achieved during the year. Staff training is ongoing, and staff can access the data base via the cloud and do not need to come into the office all the time, therefore improving staff efficiency.

Group work continues to be a vital part of the work of Geeza Break. We ran one Bumps2Babies course ending with baby massage and two life skills groups.

During 19/20 12 respite sitters left and we have noticed that it has been more difficult to recruit sessional respite sitters. Therefore, we advertised for 2 x 20 hour posts which we will establish if this is a better more flexible way of delivering the respite service by issuing longer term contract of employments rather than sessional contracts.

All the Sitters and Carers have once again proven to be a valuable asset to the organisation. The Foster Respite Care offers excellent experience for families who are struggling on a daily basis.

Our annual Christmas Party this year, was a bit different as the Church of Nazarene could not accommodate us so we held the party in Parkhead School House. However, we had to change the age range due to the setup of the venue which meant that we could only have from age 5 to 12 years. This was in partnership with, Parkhead Youth Project who put on all the entertainment and Playbusters. As always, we were overwhelmed by the generous donations of gifts of money from a variety of organisations, individuals, and churches. The children all had a fantastic time, and each received a present from Santa. The under-fives all got a gift delivered to their home by the respite providers.

As in past years the organisation will continue to ensure that service efficiency and effectiveness is continually monitored as follows to:

- Maintain budgets and reduce overhead costs where possible.
- Increase accountability to funders through new accounting practices and new data base.
- Monitor manage and plan service delivery across all our funders keeping service delivery within our allocated funding budget.
- Maintain the database. This database can be accessed via the cloud and enables quick extraction of data.
- Improved way of assessing new volunteer carers.
- Continue to have information stalls to raise awareness in the local community of our services.

### **Main Achievements**

Our main achievement was securing continuation funding from the Big Lottery for self-referring families through our making connections programme for a further 2 years plus an additional year based on our sustainability and exit plan.

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

We also managed to recruit an Operational Manager during the year and welcomed Julie Imeson to this post.

We had the opportunity to deliver a pilot service in the South Side of Glasgow. This was to deliver respite sitting and family support. This gives families access to all our groups, Kinship carers and also access to our Geeza Chance Project.

We have managed to maintain a steady service in challenging times, with funders agreeing to new multi-year pledges which allows us to support an increasing number of families.

We have managed to obtain a two-bedroom community flat that we use to run groups and respite providers use this to take the children to play and to provide a lunch and do activities with them on rainy days. The Geeza Chance project includes teaching the young people to learn how to cook and make a meal on a budget. The children choose what they want to cook such as pizza, fruit kebabs and even homemade soup.

With money getting tighter and funders criteria becoming stricter it isn't always easy to ensure continuity of service however in 19/20, despite numerous challenges from a variety of internal and external sources, we have pulled through without a noticeable difference in service.

We are proud to work with organisations across the city who are willing to provide partnership working and support in order to help the most vulnerable families in the city.

The ongoing work to secure funding in such a competitive climate and to adhere to the reporting standards of the many funders we are successful with is not a small task and continues to challenge the team. It is however a challenge that we will gladly accept as it pushes us to keep on providing an unparalleled service in the Glasgow area and to support hundreds of families each year through dedication and innovation.

Looking forward - finances continue to prove challenging for us as the number of funds are reducing and becoming stricter with their criteria. We will endeavour to do our best to seek funding to support the work we do with our clients. We will continue to develop staff, maintain our high standards from the Care Inspectorate through their inspection scheme of unannounced visits and consult with service users to discover exactly what they require.

- Becoming sustainable remains a challenge for us due to the nature of the work we carry out however projects to branch out into new areas, with new ideas and support styles, are always being considered.

### **Future Plans**

Looking forward to the year ahead we are preparing plans for what our service will look like in future years. We were able to secure funding during the year from Glasgow City Council for Family Support Work and respite sitting on the South Side of the city. This project started in November 2019 and is due to finish at the end of June 2020. Glasgow City Council has advised that they are very pleased with how the project has gone and we are awaiting confirmation of this project being extended until March 2021.

Our Project Making Connections for Families in the North East End and funded by the Big Lottery ended in September 2019. However, we were successful with a new application funded by the Big Lottery to start a new three-year project in October 2019. This follows on from the project that ended in September 2019. Funding is confirmed for two years and a third year is provisionally confirmed.



## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

We obtained ISO 9001 certification during the year.

#### **Covid – 19**

The current pandemic clearly gives rise to a number of pressing practical and financial issues for the organisation in relation to our employees, families and stakeholders. Information and advice is received and reviewed daily. At present we believe that we are in a good position to keep operating our unique service and indeed believe that with the likelihood of an immediate recession there will be an even greater demand for our organisation to provide this essential community support to the people of Glasgow.

Geeza Break has an excellent funding consultant who will continue to raise money for our services and will continue to submit applications to funders and trustees, although we recognise access to these funds may be challenging due to increased demand.

Our Family Support Workers have continued working through this pandemic and as long as government guidelines allow will continue to do so. We have strict procedures in place that will allow us to facilitate a return to work for office staff towards the end of June 2020. These include temperature checks before leaving for work, two metre social distancing, one-way systems as well as enhanced regular cleaning and wipe downs of equipment and fixtures. Changes in relation to direct contact with families are also being introduced such as health questions in advance of visits, temperature checks of staff members and families, planning in relation to the number of families a worker can have, additional staff uniforms and access to PPE such as wipes, face masks, gloves. We will of course continue to follow government and local social work advice.

There is uncertainty around the IGF funding received from Glasgow City Council. This was due to be replaced by the Glasgow Communities Fund on 1st April 2020, however this has now been put back to 1st October 2020 by the Council. A significant reduction or failure to be awarded any of this fund will mean that there will be a reduction in the services we can offer our clients.

We believe that by implementing the procedures noted above our Staff and volunteers will still be able to make their valuable contribution to the charity.

The charity has used the same fundraising consultant for over ten years who has been very successful for us. There are clear, strong, established communications between the Chief Executive officer and our fundraiser and almost daily discussions take place between both to continue to manage fundraising.

Clearly this has been a very worrying and distressing time for clients and staff. Our staff have been very supportive of the clients by maintaining regular phone calls (sometimes twice or three times a day), giving our clients someone to talk to and providing emotional and mental health support. We have also been able to provide support to clients by arranging for food parcels to be delivered. Staff also have the support of colleagues and line managers for emotional and mental health support, as well as access to many online/telephone platforms that can provide this support. As mentioned above, physical changes to the office and working practices will assist us to continue to provide services and activities over the coming year.

A plan was in place to set aside funds for replacement of boilers, water heaters, radiators and this has not changed. We feel that it is still prudent to establish this and keep the current reserve policy in place. This will be reviewed regularly.

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

Like every organisation we are doing our best in very difficult and challenging times, We have had to cancel our usual Easter Toffee Club and our respite service is on hold however the families that would normally use these services have been supported via Family Support work and food parcels. There has been no change to our future aims and activities.

#### **Financial Review**

For the year to 31st March 2020, the charity's income increased to £844,748, our main funders being Glasgow City Council and the Big Lottery. The charity engages regularly with both partners. The fundraising team continues to work well, and the Board are looking at all options to optimise other income streams to ensure the sustainability of the charity.

The charity made a surplus of £35,386 during the year which will be carried forward to fund future work in 2020/2021.

Following professional advice, and to ensure the sustainability of the charity, the organisation left the Strathclyde Pension Fund in 2017/18. A payment plan is in place to pay the exit cost over the next few years.

The balance sheet indicates reserves of £275,044 of which £180,169 are unrestricted, and of the unrestricted funds £13,848 is held in fixed assets, £15,000 in a designated redundancy reserve, £5,000 in a dilapidation reserve and £10,000 in boiler replacement reserve.

The reserves policy is to hold sufficient unrestricted funding to cover 3 month's running costs. For 2019-2020 this amounts to £202,000 at the end of March 2020 the unrestricted general reserve stands at £136,321.

#### **In Conclusion**

This year we have faced challenges such as: -

- Sustainability due to the financial uncertainties which are affecting all charities
- Managing the demands for services within allocated budgets
- Expanding our services to include new projects to support a greater number of families

We will continue to achieve our aims and outcomes for our clients by ensuring that appropriate standards of training (basic and on-going), support and supervision, general operational practice, communication, administration and management are maintained.

We will continue to improve our reporting through the development of our new database which will enhance our ability to demonstrate outcomes and increase accountability to funders.

In this year full of changes, we have again learned a lot and achieved much under difficult circumstances. We hope in the coming year to go from strength to strength and to be a service of choice for clients in the North East of Glasgow.

We could not operate and run our charity and continue to make a positive difference to our families from the most deprived areas of Glasgow without the hard work and dedication of our staff and volunteers and the support of our funders.

## **GEEZA BREAK**

### **Report of the Trustees for the year ended 31 March 2020 (continued)**

#### **Trustees' responsibilities in relation to the financial statements**

The charity trustees (who are also the Trustees of Geeza Break for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of 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 the 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and the group and hence 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.

#### **Statement of Disclosure to the Auditor**

In so far as the trustees are aware:

- there is no relevant audit information of which the charity auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Approved by the Trustees on 24<sup>th</sup> June 2020 and signed on their behalf by:



Name: M Mulholland

## **GEEZA BREAK**

### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF GEEZA BREAK FOR THE YEAR ENDED 31 MARCH 2020**

#### **Opinion**

We have audited the financial statements of Geeza Break (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2016; Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Other information**

The other information comprises the information included in the report and financial statements, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated.

## **GEEZA BREAK**

### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF GEEZA BREAK FOR THE YEAR ENDED 31 MARCH 2020**

#### **Other information (continued)**

If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the report of the Trustees, which includes the Trustees' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the report of the Trustees has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report included within the report of the Trustees.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charity Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies' exemptions in preparing the report of the Trustees and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement set out on page 9, the trustees (who are also the Trustees of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## **GEEZA BREAK**

### **INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND MEMBERS OF GEEZA BREAK FOR THE YEAR ENDED 31 MARCH 2020**

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

*Wylie & Bisset (Audit) Limited*

Jenny Simpson (Senior Statutory Auditor)  
For and on behalf on Wylie & Bisset (Audit) Limited, Statutory Auditor  
168 Bath Street  
Glasgow  
G2 4TP

*24<sup>th</sup> June 2020*

**GEEZA BREAK**
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2020**

(Including an Income and Expenditure account)

|  | Note      | Unrestricted<br>Funds<br>2020<br>£ | Restricted<br>Funds<br>2020<br>£ | Total Funds<br>2020<br>£ | Unrestricted<br>Funds<br>2019<br>£ | Restricted<br>Funds<br>2019<br>£ | Total Funds<br>2019<br>£ |
|--|-----------|------------------------------------|----------------------------------|--------------------------|------------------------------------|----------------------------------|--------------------------|
| <b>Income and endowments from:</b>           |           |                                    |                                  |                          |                                    |                                  |                          |
| Donations and legacies                       | 4         | 195                                | 83                               | 278                      | 421                                | -                                | 421                      |
| Charitable activities                        | 5         | 58,486                             | 785,984                          | 844,470                  | 77,942                             | 672,249                          | 750,191                  |
| <b>Total Income</b>                          |           | <b>58,681</b>                      | <b>785,067</b>                   | <b>844,748</b>           | <b>78,363</b>                      | <b>672,249</b>                   | <b>750,612</b>           |
| <b>Expenditure on:</b>                       |           |                                    |                                  |                          |                                    |                                  |                          |
| Raising funds                                | 6         | -                                  | 38,396                           | 38,396                   | -                                  | 22,288                           | 22,288                   |
| Charitable activities                        | 8         | 34,562                             | 736,404                          | 770,966                  | 30,086                             | 676,754                          | 706,840                  |
| <b>Total Expenditure</b>                     |           | <b>34,562</b>                      | <b>774,800</b>                   | <b>809,362</b>           | <b>30,086</b>                      | <b>699,042</b>                   | <b>729,128</b>           |
| <b>Net income/(expenditure) for the year</b> |           | <b>24,119</b>                      | <b>11,267</b>                    | <b>35,386</b>            | <b>48,277</b>                      | <b>(26,793)</b>                  | <b>21,484</b>            |
| Transfers between funds                      |           | -                                  | -                                | -                        | -                                  | -                                | -                        |
| <b>Net movement in funds</b>                 |           | <b>24,119</b>                      | <b>11,267</b>                    | <b>35,386</b>            | <b>48,277</b>                      | <b>(26,793)</b>                  | <b>21,484</b>            |
| <b>Funds reconciliation</b>                  |           |                                    |                                  |                          |                                    |                                  |                          |
| Total Funds brought forward                  | 17        | 156,050                            | 83,608                           | 239,658                  | 107,773                            | 110,401                          | 218,174                  |
| <b>Total Funds carried forward</b>           | <b>17</b> | <b>180,169</b>                     | <b>94,875</b>                    | <b>275,044</b>           | <b>156,050</b>                     | <b>83,608</b>                    | <b>239,658</b>           |

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# GEEZA BREAK

## BALANCE SHEET AS AT 31 MARCH 2020

|   |      | 2020           | 2019           |
|---|------|----------------|----------------|
|   | Note | £              | £              |
| <b>Fixed assets:</b>                                    |      |                |                |
| Tangible assets   | 12   | 13,848         | 9,124          |
| <b>Current assets:</b>                                  |      |                |                |
| Debtors   | 13   | 39,235         | 5,200          |
| Cash at bank and in hand                                | 20   | 443,848        | 473,830        |
| <b>Total current assets</b>                             |      | <b>483,083</b> | <b>479,030</b> |
| <b>Liabilities:</b>                                     |      |                |                |
| Creditors falling due within one year                   | 14   | (189,887)      | (200,496)      |
| <b>Net current assets</b>                               |      | <b>293,196</b> | <b>278,534</b> |
| <b>Total assets less current liabilities</b>            |      | <b>307,044</b> | <b>287,658</b> |
| Creditors: Amounts falling due after more than one year | 16   | (32,000)       | (48,000)       |
| <b>Net assets</b>                                       |      | <b>275,044</b> | <b>239,658</b> |
| <b>The funds of the charity:</b>                        |      |                |                |
| Unrestricted funds – general                            | 17   | 136,321        | 126,926        |
| Unrestricted funds – designated – tangible fixed assets | 17   | 13,848         | 9,124          |
| Unrestricted funds – designated – redundancy            | 17   | 15,000         | 15,000         |
| Unrestricted funds – dilapidations                      | 17   | 5,000          | 5,000          |
| Unrestricted funds – boiler replacement                 | 17   | 10,000         | -              |
|   | 17   | 180,169        | 156,050        |
| Restricted funds  | 17   | 94,875         | 83,608         |
| <b>Total charity funds</b>                              |      | <b>275,044</b> | <b>239,658</b> |

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

Approved by the Trustees on 24<sup>th</sup> June 2020 and signed on their behalf by:



Name: M Mulholland

Company No: SC357219



**GEEZA BREAK**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDING 31 MARCH 2020**

|  | Note      | 2020<br>£       | 2019<br>£      |
|--|-----------|-----------------|----------------|
| <b><i>Cash flows from operating activities:</i></b>    |           |                 |                |
| Net cash (used in)/provided by operating activities    | 19        | (3,282)         | 124,687        |
| <b><i>Cash flows from investing activities:</i></b>    |           |                 |                |
| Purchase of property, plant and equipment              | 12        | (10,700)        | (3,046)        |
| Net cash (used in) investing activities                |           | (10,700)        | (3,046)        |
| <b><i>Cash flows from financing activities:</i></b>    |           |                 |                |
| Pension exit fee payments                              | 16        | (16,000)        | (16,000)       |
| Net cash (used in) financing activities                |           | (16,000)        | (16,000)       |
| <b>Change in cash and cash equivalents in the year</b> |           | <b>(29,982)</b> | <b>105,641</b> |
| Cash and cash equivalent brought forward               | 20        | 473,830         | 368,189        |
| <b>Cash and cash equivalents carried forward</b>       | <b>20</b> | <b>443,848</b>  | <b>473,830</b> |

## **GEEZA BREAK**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

#### **1. Accounting Policies**

##### **(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity constitutes a public benefit entity as defined by FRS 102.

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

The financial statements are prepared in sterling, the functional currency of the charity. Monetary amounts in these statements are rounded to the nearest £.

##### **(b) Funds structure**

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the Trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 17.

##### **(c) Income recognition**

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service deferred until the criteria for income recognition are met (see note 15).

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 1. Accounting Policies (continued)

##### (d) Expenditure recognition

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (e) below.

- Costs of raising funds comprise those costs which are associated with the generation of income from sources other than from undertaking charitable activities.
- Expenditure on charitable activities includes those costs incurred by the charitable company in the delivery of its charitable activities and services;

##### (e) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs. The allocation of support and governance costs is analysed in note 7.

##### (f) Tangible fixed assets and depreciation

All capital items costing more than £250 are stated as fixed assets. Fixed assets are stated at cost. Depreciation is provided on all fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life as follows:

|                        | <i>Basis</i>                                      |
|------------------------|---|
| Leasehold improvements | Written off evenly over the duration of the lease |
| Fixtures and fittings  | 20% straight line                                 |
| Computer equipment     | 20% straight line                                 |

##### (g) Debtors

Trade 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.

##### (h) 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.

##### (i) 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.

## **GEEZA BREAK**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

#### **Accounting Policies (continued)**

##### **(j) Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within support and governance costs and charged to the unrestricted funds of the charity using the methodology set out in note 7.

The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

##### **(k) 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.

##### **(l) Taxation**

The company is recognised as a charity by HM Revenue & Customs and accordingly there is no liability to taxation on any of its income.

##### **(m) Operating leases**

Costs in respect of operating leases are charged on a straight line basis over the lease term.

##### **(n) Employee benefits**

The cost of short term employee benefits are recognised as a liability and an expense, unless these costs are required to be recognised as part of the cost of stock or fixed assets. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

## **GEEZA BREAK**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020**

#### **2. Legal status of the Company**

The company is a registered Scottish charity.

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.

#### **3. Related party transactions and Trustees' expenses and remuneration**

No trustees received any remuneration for their services during the year. (2019: Nil)

No Trustees were reimbursed for out of pocket expenses during the year (2019: Nil). Expenses waived totalled £82 (2019: £80)

Donations received from trustees during the year totalled £nil (2019: £nil)

During the year, Geeza Break purchased £3,093 (2019: £2,534) of goods and services from Digital Business Systems which is owned by D Sinclair, one of the trustees at Geeza Break. No amount was due to Digital Business Systems at 31 March 2020 (2019: £Nil).

During the year Geeza Break purchased £Nil (2019: £48) of goods from Ms J Imeson, previously a trustee of Geeza Break, for first aid kits and first aid training. No amounts were due to Ms J Imeson as at 31 March 2020 (2019: £Nil).

During the year Geeza Break purchased £Nil (2019: £3,000) of services from Achievable Care Training Scotland which is owned by K Bell, previously a trustee of Geeza Break. No amounts were due to Achievable Care Training Scotland as at 31 March 2020 (2019: £Nil).

#### **4. Income from donations and legacies**

|           | <b>2020</b> | <b>2019</b> |
|-----------|-------------|-------------|
|           | <b>£</b>    | <b>£</b>    |
| Donations | 278         | 421         |
|           | <u>278</u>  | <u>421</u>  |

#### **5. Income from charitable activities**

|                      | <b>2020</b>    | <b>2019</b>    |
|----------------------|----------------|----------------|
|                      | <b>£</b>       | <b>£</b>       |
| Respite Sitting/Care | 245,092        | 288,246        |
| Family Support       | 150,423        | 107,028        |
| Toffee Club          | 242,312        | 154,882        |
| Geeza Chance         | 52,944         | 52,377         |
| Core                 | 153,699        | 147,658        |
|                      | <u>844,470</u> | <u>750,191</u> |

# GEEZA BREAK

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

### 5. Income from charitable activities (continued)

#### Analysis of income from charitable activities

|  | Restricted<br>£ | Unrestricted<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|--|-----------------|-------------------|--------------------|--------------------|
| Adventure Sailing Trust Ltd                      | 250             | -                 | 250                | 500                |
| Area Partnership                                 | 7,708           | -                 | 7,708              | -                  |
| BBC Children in Need                             | 31,982          | -                 | 31,982             | -                  |
| Bellahouston Bequest Fund                        | -               | -                 | -                  | 5,000              |
| Big Lottery Awards for All                       | -               | -                 | -                  | 9,212              |
| Brownlie Charitable Trust                        | 2,000           | -                 | 2,000              | 4,000              |
| Calton Church                                    | -               | 100               | 100                | -                  |
| Cash for Kids                                    | 3,934           | -                 | 3,934              | 1,164              |
| Cash for Kids<br>(Xmas Family Payments)          | -               | -                 | -                  | 550                |
| Cash for Kids (Xmas Party)                       | 800             | -                 | 800                | 800                |
| Cattanach Charitable Trust                       | 13,721          | 666               | 14,387             | 19                 |
| Scottish Children's Lottery -<br>Chance to Study | 8,840           | -                 | 8,840              | -                  |
| Childrens Holiday Fund                           | 6,761           | -                 | 6,761              | -                  |
| Commonweal Fund                                  | 1,480           | -                 | 1,480              | -                  |
| Community RSBi                                   | -               | -                 | -                  | 1,000              |
| Dr Guthrie's Association                         | 1,500           | -                 | 1,500              | -                  |
| Eastbank Academy/Wood<br>Foundation              | -               | 3,000             | 3,000              | -                  |
| Erskine Cunningham Hill Trust                    | 1,000           | -                 | 1,000              | -                  |
| Endrick Trust                                    | -               | -                 | -                  | 3,000              |
| Gannochy Trust                                   | 8,944           | -                 | 8,944              | 8,377              |
| Garfield Weston Foundation                       | 20,000          | -                 | 20,000             | 20,000             |
| GCC Addictions<br>(Second Generation Care)       | 101,457         | 7,583             | 109,040            | 104,082            |
| GCC Social Work Services                         | 90,000          | -                 | 90,000             | 90,000             |
| Gemmell Bequest Fund                             | 3,650           | -                 | 3,650              | -                  |
| General Charitable Income                        | -               | 10,306            | 10,306             | 10,290             |
| Glasgow Care Foundation                          | 1,000           | -                 | 1,000              | -                  |
| Glasgow City Council Min Wage                    | 2,154           | -                 | 2,154              | -                  |
| Glasgow City South Side                          | 38,154          | 3,095             | 41,249             | -                  |
| Glasgow Families Together<br>Consortium          | 25,737          | 1,936             | 27,673             | -                  |
| Gordon Fraser Charitable Trust                   | 1,476           | -                 | 1,476              | -                  |
| Hedley Foundation                                | 1,000           | -                 | 1,000              | -                  |
| IGF<br>(Community Planning/Early Years)          | 160,301         | -                 | 160,301            | 160,301            |
| Incorporation of Maltmen                         | 500             | -                 | 500                | -                  |
| James Wood Bequest Fund                          | 2,000           | -                 | 2,000              | -                  |
| JTH Charitable Trust                             | 500             | -                 | 500                | 500                |
| Martin Charitable Trust                          | -               | 2,000             | 2,000              | 2,000              |
| Mary Andrew Charitable Trust                     | 500             | -                 | 500                | -                  |
| Miss I F Harvey's Charitable Trust               | 1,125           | -                 | 1,125              | 500                |
| Carry forward                                    | 538,474         | 28,686            | 567,160            | 421,295            |

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 5. Income from charitable activities (continued)

##### Analysis of income from charitable activities

|  | Restricted<br>£ | Unrestricted<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|--|-----------------|-------------------|--------------------|--------------------|
| Brought Forward                                      | 538,474         | 28,686            | 567,160            | 421,295            |
| Miss M E Swinton Paterson's<br>Charitable Trust      | -               | -                 | -                  | 1,000              |
| Mugdock Children's Trust                             | 1,000           | -                 | 1,000              | 1,000              |
| Percy Bilton Trust                                   | 500             | -                 | 500                | 500                |
| RS Macdonald Charitable Trust                        | 11,819          | -                 | 11,819             | 34,855             |
| Saints & Sinners Club of Scotland                    | 1,000           | -                 | 1,000              | 1,000              |
| Shared Care Scotland<br>Better Breaks Fund           | 24,821          | -                 | 24,821             | 15,089             |
| Souter Charitable Trust                              | -               | 3,000             | 3,000              | 3,000              |
| STV Childrens Appeal                                 | -               | -                 | -                  | 4,000              |
| Supervised Spends                                    | 300             | -                 | 300                | 406                |
| The Big Lottery (3 Year award)                       | 62,635          | -                 | 62,635             | -                  |
| The Big Lottery (5 year award)                       | 91,512          | -                 | 91,512             | 180,362            |
| The Henry Smith Charity                              | 20,000          | -                 | 20,000             | 20,000             |
| The Hugh Fraser Foundation                           | 4,000           | -                 | 4,000              | 4,000              |
| The Merchants House of Glasgow                       | -               | -                 | -                  | 2,100              |
| The Methodist Church                                 | -               | -                 | -                  | 50                 |
| The Paradise Steps                                   | -               | -                 | -                  | 1,000              |
| The Robertson Trust                                  | -               | 25,000            | 25,000             | 25,000             |
| Trades House of Glasgow                              | 20,000          | -                 | 20,000             | 20,000             |
| University of Strathclyde                            | -               | 800               | 800                | -                  |
| Volant Charitable Trust<br>(via Foundation Scotland) | 7,500           | -                 | 7,500              | 5,000              |
| Voluntary Action Fund                                | 2,423           | -                 | 2,423              | 7,734              |
| WA Cargill Charitable Trust                          | -               | 1,000             | 1,000              | 1,000              |
| Western Recreational Trust                           | -               | -                 | -                  | 1,800              |
| <b>Total</b>   | <b>785,984</b>  | <b>58,486</b>     | <b>844,470</b>     | <b>750,191</b>     |

#### 6. Raising funds – expenditure on raising donations

|                     | Direct<br>Costs<br>£ | Support<br>Costs<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|---------------------|----------------------|-----------------------|--------------------|--------------------|
| Cost of fundraising | 31,503               | 6,893                 | 38,396             | 22,288             |
| -                   | 31,503               | 6,893                 | 38,396             | 22,288             |

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 7. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

| Cost type                              | Total<br>Allocated<br>2020<br>£ | Governance<br>related<br>£ | Other<br>support<br>costs<br>£ | Basis of apportionment |
|--|---------------------------------|----------------------------|--------------------------------|------------------------|
|  |                                 |                            |                                |                        |
| Staff costs                            | 137,861                         | 6,893                      | 130,968                        | Staff time             |
| Postage                                | 2,520                           | -                          | 2,520                          | Usage                  |
| Printing, stationery & office sundries | 3,917                           | -                          | 3,917                          | Usage                  |
| Salary admin                           | 3,868                           | -                          | 3,868                          | Usage                  |
| Subs & publications                    | 649                             | -                          | 649                            | Usage                  |
| Telephone                              | 3,876                           | -                          | 3,876                          | Usage                  |
| Training and equipment                 | 2,908                           | -                          | 2,908                          | Usage                  |
| Project costs                          | 1,620                           | -                          | 1,620                          | Usage                  |
| Property costs                         | 60,506                          | -                          | 60,506                         | Usage                  |
| Legal & professional fees              | 7,982                           | 3,991                      | 3,991                          | Usage                  |
| Sundry                                 | 656                             | -                          | 656                            | Usage                  |
| Depreciation                           | 5,976                           | -                          | 5,976                          | Usage                  |
| <b>Total</b>                           | <b>232,339</b>                  | <b>10,884</b>              | <b>221,455</b>                 |                        |

| Cost type                              | Total<br>Allocated<br>2019<br>£ | Governance<br>related<br>£ | Other<br>support<br>costs<br>£ | Basis of apportionment |
|--|---------------------------------|----------------------------|--------------------------------|------------------------|
|  |                                 |                            |                                |                        |
| Staff costs                            | 113,327                         | 5,666                      | 107,661                        | Staff time             |
| Postage                                | 2,909                           | -                          | 2,909                          | Usage                  |
| Printing, stationery & office sundries | 3,467                           | -                          | 3,467                          | Usage                  |
| Salary admin                           | 3,707                           | -                          | 3,707                          | Usage                  |
| Subs & publications                    | 785                             | -                          | 785                            | Usage                  |
| Telephone                              | 3,542                           | -                          | 3,542                          | Usage                  |
| Training and equipment                 | 7,275                           | -                          | 7,275                          | Usage                  |
| Project costs                          | 3,839                           | -                          | 3,839                          | Usage                  |
| Property costs                         | 51,468                          | -                          | 51,468                         | Usage                  |
| Legal & professional fees              | 7,024                           | 3,512                      | 3,512                          | Usage                  |
| Sundry                                 | 626                             | -                          | 626                            | Usage                  |
| Depreciation                           | 5,369                           | -                          | 5,369                          | Usage                  |
| <b>Total</b>                           | <b>203,338</b>                  | <b>9,178</b>               | <b>194,160</b>                 |                        |

#### Governance costs:

|                          | 2020<br>£     | 2019<br>£     |
|--------------------------|---------------|---------------|
| Auditor's remuneration   | 5,161         | 5,304         |
| Support costs (as above) | 10,884        | 9,178         |
|                          | <b>16,045</b> | <b>14,482</b> |



# GEEZA BREAK

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

### 7. Allocation of governance and support costs (continued)

Breakdown of governance and support costs by activity:

|                        | Support costs<br>£ | Governance<br>£ | 2020<br>£      |
|------------------------|--------------------|-----------------|----------------|
| Raising funds          | 6,893              | -               | 6,893          |
| Respite Sitting / Care | 45,669             | 2,006           | 47,675         |
| Family Support         | 37,398             | 2,006           | 39,404         |
| Toffee Club            | 55,319             | 2,006           | 57,325         |
| Geeza Chance           | 34,640             | 2,006           | 36,646         |
| Core                   | 41,536             | 8,021           | 49,557         |
|                        | <u>221,455</u>     | <u>16,045</u>   | <u>237,500</u> |

|                        | Support costs<br>£ | Governance<br>£ | 2019<br>£      |
|------------------------|--------------------|-----------------|----------------|
| Raising funds          | 5,666              | -               | 5,666          |
| Respite Sitting / Care | 39,964             | 1,810           | 41,774         |
| Family Support         | 33,165             | 1,810           | 34,975         |
| Toffee Club            | 47,897             | 1,810           | 49,707         |
| Geeza Chance           | 30,898             | 1,810           | 32,708         |
| Core                   | 36,570             | 7,242           | 43,812         |
|                        | <u>194,160</u>     | <u>14,482</u>   | <u>208,642</u> |

### 8. Analysis of expenditure on charitable activities

| 2020                         | Respite<br>Sitting /<br>Care<br>£ | Family<br>Support<br>£ | Toffee<br>Club<br>£ | Geeza<br>Chance<br>£ | Core<br>£     | Total<br>£     |
|------------------------------|-----------------------------------|------------------------|---------------------|----------------------|---------------|----------------|
| Staff costs                  | 265,225                           | 85,100                 | -                   | 19,411               | 8,956         | 378,692        |
| Carers costs                 | 15,161                            | 19,151                 | 87,525              | 33,824               | 6,006         | 161,667        |
| Governance<br>costs (note 7) | 2,006                             | 2,006                  | 2,006               | 2,006                | 8,021         | 16,045         |
| Support<br>costs (note 7)    | 45,669                            | 37,398                 | 55,319              | 34,640               | 41,536        | 214,562        |
|                              | <u>328,061</u>                    | <u>143,655</u>         | <u>144,850</u>      | <u>89,881</u>        | <u>64,519</u> | <u>770,966</u> |

| 2019                         | Respite<br>Sitting /<br>Care<br>£ | Family<br>Support<br>£ | Toffee<br>Club<br>£ | Geeza<br>Chance<br>£ | Core<br>£     | Total<br>£     |
|------------------------------|-----------------------------------|------------------------|---------------------|----------------------|---------------|----------------|
| Staff costs                  | 173,029                           | 115,897                | -                   | 20,895               | 42,034        | 351,855        |
| Carers costs                 | 34,047                            | 11,967                 | 61,775              | 35,914               | 8,610         | 152,009        |
| Governance<br>costs (note 7) | 1,810                             | 1,810                  | 1,810               | 1,810                | 7,242         | 14,482         |
| Support<br>costs (note 7)    | 39,964                            | 33,165                 | 47,897              | 30,898               | 36,570        | 188,494        |
|                              | <u>248,850</u>                    | <u>162,839</u>         | <u>111,482</u>      | <u>85,917</u>        | <u>94,456</u> | <u>706,840</u> |

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 9. Analysis of staff costs and remuneration of key management personnel

|  | 2020<br>£      | 2019<br>£      |
|--|----------------|----------------|
| Salaries and wages   | 449,415        | 397,417        |
| Social security costs  | 31,419         | 26,984         |
| Employer contributions to defined contribution pension schemes | 5,302          | 2,662          |
| Total staff costs  | <u>486,136</u> | <u>427,063</u> |

No employees had employee benefits in excess of £60,000 (2019: nil).

Key management personnel remuneration in the year totalled £51,786 (2019: £50,258).

|  | 2020<br>No. | 2019<br>No. |
|--|-------------|-------------|
| The average weekly number of persons, by headcount, employed by the charity during the year was: | <u>38</u>   | <u>34</u>   |

#### 10. Net income for the year

|  | 2020<br>£     | 2019<br>£     |
|--|---------------|---------------|
| This is stated after charging:         |               |               |
| Depreciation                           | 5,976         | 5,369         |
| Auditors remuneration                  | 5,161         | 5,304         |
| Rentals payable under operating leases | <u>16,478</u> | <u>15,211</u> |

#### 11. Government, governmental agency and other public body grants

The following Government Grants were received during the year:

**Glasgow City Council – Additions** - £109,040 (2019: £104,082) - Core services (Respite Care/Sitting, Family Support and Toffee Club) for children in kinship families affected by addiction and various staff salaries

**Glasgow City Council – Integrated Grants Fund** - £160,301 (2019: £160,301) - Core services (Respite Care/Sitting, Family Support and Toffee Club) and various staff salaries.

**Glasgow City Council – Social Work** - £90,000 (2019: £90,000) - Core services (Respite Care/Sitting, Family Support and Toffee Club) for families with Social work involvement.

**Big Lottery** – £154,147 (2019: £180,362) - Core services (Respite Care/Sitting, Family Support and Toffee Club) for self referring families.

**Big Lottery – Awards for all** - £Nil (2019: £9,212) - Funding towards a Life skills / NLP Course.

There were no unfulfilled commitments or contingencies in relation to these grants at the year end. (2019: None)

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 12. Tangible Fixed Assets

|                          | Fixtures &<br>Fittings<br>£ | Leasehold<br>Improvements<br>£ | Computer<br>Equipment<br>£ | Total<br>£ |
|--------------------------|-----------------------------|--------------------------------|----------------------------|------------|
| <b>Cost or valuation</b> |                             |                                |                            |            |
| At 1 April 2019          | 17,758                      | 27,166                         | 56,802                     | 101,726    |
| Additions                | 2,222                       | -                              | 8,478                      | 10,700     |
| Disposals                | -                           | -                              | (12,900)                   | (12,900)   |
| At 31 March 2020         | 19,980                      | 27,166                         | 52,380                     | 99,526     |
| <b>Depreciation</b>      |                             |                                |                            |            |
| At 1 April 2019          | 17,470                      | 27,166                         | 47,966                     | 92,602     |
| Charge for the year      | 645                         | -                              | 5,331                      | 5,976      |
| On disposals             | -                           | -                              | (12,900)                   | (12,900)   |
| At 31 March 2020         | 18,115                      | 27,166                         | 40,397                     | 85,678     |
| <b>Net book value</b>    |                             |                                |                            |            |
| At 31 March 2020         | 1,865                       | -                              | 11,983                     | 13,848     |
| At 31 March 2019         | 288                         | -                              | 8,836                      | 9,124      |

#### 13. Debtors

|                                | 2020<br>£ | 2019<br>£ |
|--------------------------------|-----------|-----------|
| Trade debtors                  | 25,550    | -         |
| Prepayments and accrued income | 13,685    | 5,200     |
|                                | 39,235    | 5,200     |

#### 14. Creditors: amounts falling due within one year

|   | 2020<br>£ | 2019<br>£ |
|---|-----------|-----------|
| Creditors                                     | 3,093     | 2,501     |
| Accruals                                      | 15,841    | 5,657     |
| Deferred income (note 15)                     | 153,102   | 175,227   |
| Pension exit plan creditor (see also note 16) | 16,000    | 16,000    |
| Other creditors                               | 1,851     | 1,111     |
|   | 189,887   | 200,496   |

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 15. Deferred income

|   | 2020           | 2019           |
|---|----------------|----------------|
|   | £              | £              |
| Balance as at 1 April 2019                                  | 175,227        | 44,000         |
| Amount released to income earned from charitable activities | (175,227)      | (44,000)       |
| Amount deferred in year                                     | 153,102        | 175,227        |
| Balance as at 31 March 2020                                 | <u>153,102</u> | <u>175,227</u> |

Deferred income comprises grant funding received in advance from the following funders:

|                                      | 2020           | 2019           |
|--------------------------------------|----------------|----------------|
|                                      | £              | £              |
| Cattanach Charitable Trust           | 13,576         | 13,971         |
| R S Macdonald Charitable Trust       | -              | 11,819         |
| Chance to Study                      | -              | 8,840          |
| Big Lottery                          | 62,635         | 30,382         |
| Cash for Kids                        | 846            | 723            |
| The Henry Smith Charity              | -              | 20,000         |
| Voluntary Action Fund                | -              | 2,423          |
| Shared Care Scotland – Better Breaks | -              | 11,475         |
| BBC Children in Need                 | -              | 9,594          |
| Trades House of Glasgow              | -              | 20,000         |
| The Hugh Fraser Foundation           | -              | 4,000          |
| James Wood Bequest Fund              | -              | 2,000          |
| Garfield Weston Foundation           | 20,000         | 40,000         |
| Glasgow City Council                 | 22,500         | -              |
| Robertson Trust                      | 25,000         | -              |
| CHF- Food Toffee Club Easter         | 2,154          | -              |
| Glasgow Families Together Consortium | 6,391          | -              |
|                                      | <u>153,102</u> | <u>175,227</u> |

#### 16. Creditors: amounts falling due in more than one year

|                            | 2020          | 2019          |
|----------------------------|---------------|---------------|
|                            | £             | £             |
| Pension exit plan creditor | 32,000        | 48,000        |
|                            | <u>32,000</u> | <u>48,000</u> |

#### Amounts falling due in:

|             | 2020          | 2019          |
|-------------|---------------|---------------|
|             | £             | £             |
| 1 – 2 years | 16,000        | 16,000        |
| 2 – 5 years | 16,000        | 32,000        |
|             | <u>32,000</u> | <u>48,000</u> |

As part of the agreement to exit the Strathclyde Pension Scheme, the board agreed to pay an exit cost totalling £100,000. £16,000 was repaid during the year to 31 March 2020 (2019: £16,000), with the remainder due in three annual instalments of £16,000.

# GEEZA BREAK

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

### 17. Analysis of charitable funds

| Analysis of<br>Fund movements 2020 | Balance<br>b/fwd<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | Fund<br>c/fwd<br>£ |
|------------------------------------|-----------------------|-------------|------------------|----------------|--------------------|
| <b>Unrestricted funds</b>          |                       |             |                  |                |                    |
| Tangible fixed assets              | 9,124                 | -           | 5,976            | 10,700         | 13,848             |
| Designated - Redundancy            | 15,000                | -           | -                | -              | 15,000             |
| Designated Dilapidations           | 5,000                 | -           | -                | -              | 5,000              |
| Designated Boiler replacement      | -                     | -           | -                | 10,000         | 10,000             |
| <b>Total designated funds</b>      | 29,124                | -           | 5,976            | 20,700         | 43,848             |
| General funds                      | 126,926               | 58,681      | 28,586           | (20,700)       | 136,321            |
| <b>Total unrestricted funds</b>    | 156,050               | 58,681      | 34,562           | -              | 180,169            |
| <b>Restricted funds</b>            |                       |             |                  |                |                    |
| Core Services                      | 67,887                | 523,923     | 506,765          | -              | 85,045             |
| Big Lottery (5 Year Award)         | 15,721                | 91,512      | 98,038           | -              | 9,195              |
| Big Lottery (3 year award)         | -                     | 62,635      | 62,000           | -              | 635                |
| Geeza Chance                       | -                     | 52,944      | 52,944           | -              | -                  |
| Family Support Service (Volant)    | -                     | 7,500       | 7,500            | -              | -                  |
| Cattanach Parenting Programme      | -                     | 14,387      | 14,387           | -              | -                  |
| BBC Children in Need               | -                     | 31,982      | 31,982           | -              | -                  |
| Supervised Spends                  | -                     | 384         | 384              | -              | -                  |
| Christmas party                    | -                     | 800         | 800              | -              | -                  |
| <b>Total restricted funds</b>      | 83,608                | 786,067     | 774,800          | -              | 94,875             |
| <b>TOTAL FUNDS</b>                 | 239,658               | 844,748     | 809,362          | -              | 275,044            |

| Analysis of<br>Fund movements 2019 | Balance<br>b/fwd<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | Fund<br>c/fwd<br>£ |
|------------------------------------|-----------------------|-------------|------------------|----------------|--------------------|
| <b>Unrestricted funds</b>          |                       |             |                  |                |                    |
| Tangible fixed assets              | 11,447                | -           | 5,369            | 3,046          | 9,124              |
| Designated - Redundancy            | 15,000                | -           | -                | -              | 15,000             |
| Designated Dilapidations           | -                     | -           | -                | 5,000          | 5,000              |
| <b>Total designated funds</b>      | 26,447                | -           | 5,369            | 8,046          | 29,124             |
| General funds                      | 81,326                | 78,363      | 24,717           | (8,046)        | 126,926            |
| <b>Total unrestricted funds</b>    | 107,773               | 78,363      | 30,086           | -              | 156,050            |
| <b>Restricted funds</b>            |                       |             |                  |                |                    |
| Core Services                      | 72,078                | 340,047     | 344,238          | -              | 67,887             |
| Big Lottery (5 Year Award)         | 13,063                | 180,362     | 177,704          | -              | 15,721             |
| Geeza Chance                       | -                     | 52,377      | 52,377           | -              | -                  |
| Centre Based Respite               | 9,027                 | 33,188      | 42,215           | -              | -                  |
| Family Support Service             | 712                   | 40,824      | 41,636           | -              | -                  |
| Bumps 2 Babies                     | 7,040                 | -           | 7,040            | -              | -                  |
| Respite Sitter Service             | 5,888                 | 8,500       | 14,388           | -              | -                  |
| Better Breaks                      | -                     | 15,089      | 15,089           | -              | -                  |
| Supervised Spends                  | -                     | 962         | 962              | -              | -                  |
| Real life skills                   | 2,593                 | -           | 2,593            | -              | -                  |
| Christmas party                    | -                     | 800         | 800              | -              | -                  |
| <b>Total restricted funds</b>      | 110,401               | 672,249     | 699,042          | -              | 83,608             |
| <b>TOTAL FUNDS</b>                 | 218,174               | 750,612     | 729,128          | -              | 239,658            |

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 17. Analysis of charitable funds (continued)

- a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

The tangible fixed asset designated fund shows the amount of funds tied up in fixed assets, therefore not freely available for the charity's use.

A redundancy designated fund has been established in order to fund future redundancies.

A dilapidations designated fund has been established to cover the potential cost of dilapidations to the charity's office premises.

A Boiler replacement designated fund had been set aside set aside for replacement of boilers, water heaters and radiators.

- b) Restricted funds comprise grants received for specific purposes and the balance carried forward represents amounts received for purposes which have not yet been fully carried out.

#### Details of restricted funds

**Core Services:** Geeza Break receives funding from a number of sources to fund its Core Services, initially these are from **Integrated Grants Fund** (which comprises of funding from Early Years and Community Planning), **Glasgow City Council Addictions** and **Social Work Services** (Purchased Services Agreement). The core funding covers salaries and other core running costs including:

- Respite Sitting
- Respite Care
- Centre Based Respite (TOFFEE Club, Out of School Care)
- Family Support

We are also supported in our Core Services by the organisations listed on pages 20 & 21, and without their help our core services would be greatly reduced.

***The Big Lottery Fund (5 Year Award):*** The Big Lottery Project '**Making Connections for Families in Need**' was renewed for a further five years in October 14. The award, totalling £873,576, covers salaries for two Family Support Workers, a Co-ordinator and four part time Respite Sitters including costs for Respite Sitting, Respite Care, Family Support and Centre Based Respite plus overheads. The project, which is restricted to operating within the North and East of Glasgow, takes a holistic approach to Family Support with staff working with children and adults in parallel. This project has now reached the end of its five year cycle and has been replaced by the Big Lottery Community Fund (3 year award).

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 17. Analysis of charitable funds (continued)

***The Big Lottery Fund (3 Year Award):*** This is a new project which will last for at least two years and potentially a third, which allows us to continue to provide Respite Care/Family Support Work for the local community, providing a seamless transition from the 5 yr award programme which completed during the year.

***Geeza Chance:*** Collectively The Gannochy Trust, The Henry Smith Charity, The Hugh Fraser Foundation and The Trades House of Glasgow supported the continuation of the Geeza Chance project. This allowed more kinship children across the city to have new experiences and better understand their situations. The project changed slightly from previous years to better accommodate the needs of the service users, a significant change has been the number of residentials and outdoor activities that we now carry out.

***Centre Based Respite (TOFFEE Club, Out of School Care):*** Primary school children aged between 5 and 12 years are cared for during school holidays for an 8 week period through the TOFFEE (Time out for Families East End) Club. The TOFFEE Club provides a safe and supported environment for the children to play. When children play they are developing their physical fitness, co-ordination, ability to reason, solve problems, make new friends and develop their social skills. They are also forming relationships, learning about the world around them, taking on new challenges and having new experiences as well as having fun.

***Family Support:*** This is a specialised intensive one-to-one and group support which is offered to families experiencing poverty, abuse, isolation, addiction, crisis situations and/or mental health issues. Parents are enabled to increase their confidence and parenting skills through individual and group work sessions provided by a team of fully vetted and trained Family Support Workers. The Family Support Workers provide a support and mentoring service and encourage the uptake and access to local services that meet with the family's individual needs.

***Bumps 2 Babies:*** The Bumps 2 Babies group provides parenting support for expecting mums and subsequently helps the parents when the babies are born. Parents learn essential skills in caring for their child including a course in baby massage.

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 17. Analysis of charitable funds (continued)

**Respite Sitter Service:** Children are cared for in their own home by fully vetted and trained sitters who are employed on a sessional basis. The sitters provide age appropriate learning and personal development for the children. This service is provided during the day, evenings and weekends for up to 4 hours per session. It is essential that the sitters build up a trusting relationship with the children and parents while also giving the children quality time, so that children can be encouraged to work on their development. Sitters also introduce positive parenting routines into the household such as bedtime routines, brushing teeth and clearing up after play. This allows parents time to themselves to de-stress, look after their own health, or spend quality time with other family members.

**Shared Care Scotland - Better Breaks:** Better Breaks provided money during the year for sessions within the Toffee Club and respite sitting which was combined with the other funders mentioned above.

**Supervised Spends:** Family Support Workers will occasionally seek sources of funding which will be provided directly to their client, this can be anything from a new carpet to money for a holiday.

**Real life Skills:** The funding from Gannochy allows us to provide much needed Life Skills courses to clients in areas such as hygiene, cooking skills, budgeting, form filling, and sexual health.

**Christmas Party:** Money was received to hold our annual Christmas Party for the children that we and our partners work with.

**BBC Children in Need:** In April 19 BBC Children in Need granted a three-year award totalling £97,878 to assist in the funding of our **Centre Based Respite** at St Mungo's Academy. In the third and final year, we received £31,982 to ensure the smooth running of the school holiday project, enabling several hundred children to learn through play and providing much needed respite to their parents or carers. We continue to see a shifting demand from service users towards the use of Out of School Cares closer to their homes and we are continuing to facilitate this as best we can.

**Cattanach Parenting Programme:** This fund includes support received for Bump 2 Babies, Help me Gro and Real Life Skills programmes for the year to 31<sup>st</sup> March 2020.



# GEEZA BREAK

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

### 18. Net assets over funds

| 2020                    | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2020<br>£ |
|-------------------------|----------------------------|--------------------------|--------------------|
| Fixed assets            | 13,848                     | -                        | 13,848             |
| Debtors                 | 39,235                     | -                        | 39,235             |
| Cash & cash equivalents | 195,871                    | 247,977                  | 443,848            |
| Creditors < 1 year      | (36,785)                   | (153,102)                | (189,887)          |
| Creditors > 1 year      | (32,000)                   | -                        | (32,000)           |
|                         | <u>180,169</u>             | <u>94,875</u>            | <u>275,044</u>     |
| 2019                    | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2019<br>£ |
| Fixed assets            | 9,124                      | -                        | 9,124              |
| Debtors                 | 5,200                      | -                        | 5,200              |
| Cash & cash equivalents | 214,995                    | 258,835                  | 473,830            |
| Creditors < 1 year      | (25,269)                   | (175,227)                | (200,496)          |
| Creditors > 1 year      | (48,000)                   | -                        | (48,000)           |
|                         | <u>156,050</u>             | <u>83,608</u>            | <u>239,658</u>     |

### 19. Reconciliation of net income/(expenditure) to net cash flow from operating activities

|   | 2020<br>£      | 2019<br>£      |
|---|----------------|----------------|
| Net movement in funds per the Statement of Financial Activities | 35,386         | 21,484         |
| Adjustments for:  |                |                |
| Depreciation charges  | 5,976          | 5,369          |
| (Increase)/decrease in debtors                                  | (34,035)       | 4,675          |
| (Decrease)/increase in creditors                                | (10,609)       | 93,159         |
| <b>Net cash (used in)/provided by operating activities</b>      | <u>(3,282)</u> | <u>124,687</u> |

## GEEZA BREAK

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

#### 20. Analysis of cash and cash equivalents

|  | 2020           | 2019           |
|--|----------------|----------------|
|  | £              | £              |
| Cash in hand                           | 443,848        | 473,830        |
| <b>Total cash and cash equivalents</b> | <b>443,848</b> | <b>473,830</b> |

#### 21. Operating lease commitments

At the balance sheet date, the charity had the following commitments under non-cancellable operating leases:

| Land & Buildings  | 2020          | 2019          |
|-------------------|---------------|---------------|
|                   | £             | £             |
| Less than 1 year  | 19,225        | 15,210        |
| Between 1-2 years | 15,210        | 15,210        |
| Between 2-5 years | 6,338         | 21,548        |
|                   | <u>40,773</u> | <u>51,968</u> |
| <b>Other</b>      | <b>2020</b>   | <b>2019</b>   |
|                   | £             | £             |
| Less than 1 year  | 4,696         | 4,870         |
| Between 1-2 years | 6,342         | 2,078         |
| Between 2-5 years | -             | 96            |
|                   | <u>11,038</u> | <u>7,044</u>  |

#### 22. Judgements and key sources of estimation uncertainty

In the application of the company's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.