

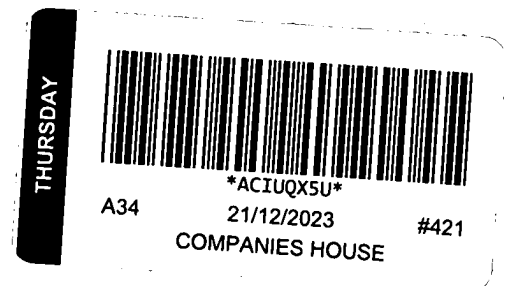
ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

SCOTTISH CHARITY NUMBER: SC045253

COMPANY REGISTRATION NUMBER: SC445003



Henderson Black & Co
CHARTERED ACCOUNTANTS, ST ANDREWS

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(Limited by Guarantee)

Report and Financial Statements

for the year ended 31 March 2023

Contents	Page
Trustees' Annual Report	1 – 5
Independent Examiner's Report to the Trustees	6
Statement of Financial Activities (Including Income and Expenditure Account)	7
Balance Sheet	8
Statement of Cash Flows	9
Notes forming part of the Financial Statements	10 - 15

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED

(Limited by Guarantee)

Trustees' Annual Report

for the year ended 31 March 2023

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2023.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019.

Charitable Purposes

The company was registered as a charity on the Scottish Charity Register on 25 November 2014.

The charitable purposes are:

1. the prevention or relief of poverty by tackling the causes of fuel poverty and reducing energy bills for residents in Fife (the operating area);
2. to promote and support the reduction of the carbon footprint of Fife;
3. to advance environmental protection and improvement by improving energy efficiency within Fife;
4. to advance education on environmental issues and energy efficiency, particularly among the residents and businesses of Fife; and
5. the provision of recreational facilities within Fife, or the organisation of recreational activities within Fife, with the object of improving the conditions of life for the residents and businesses of Fife.

Objectives and activities

St Andrews Environmental Network is a charity working towards a sustainable St Andrews and the surrounding area. It is led by its members and the wider community.

The charity works locally to bring people together, take positive action to move towards a more sustainable lifestyle and support people through fuel poverty. We deliver a range of projects, events, and skills training to achieve this - building resilience as a community and working towards a future where everyone can live more sustainably. Our activities take place across St Andrews, and we work with partners to deliver projects throughout Fife.

St Andrews Environmental Network was established in 2010 by the Royal Burgh of St Andrews Community Council to deliver an Energy Efficiency project funded by the Climate Challenge Fund. We became a limited company with charitable status in 2012. At the year end we had 11 paid staff members plus 34 regular volunteers. We are independent but work with many local, regional, and national partners in the voluntary, statutory and private sectors.

We are based in the Eco Hub on Kinnessburn Road in St Andrews and are open 5 days each week. Our premises has a community training garden to the rear and we also have a community garden at the rear of the St Andrews Preservation Trust Museum. The Beach Wheelchairs operates April – September from a hut on West Sands Road and the Kernel is situated at the rear of St Andrews Botanic Garden.

In 2022-23, St Andrews Environmental Network's activities included:

- The Cosy Kingdom energy advice service - helping Fifiers keep warm and save money.
- Growing and gardening workshops
- Climate change engagement events
- Climate Friendly Homes as part of The Climate Action Fife partnership project - delivering activities to tackle the climate emergency.
- Clean & Green - improving the appearance of St Andrews and supporting other community groups.
- St Andrews Beach Wheelchairs - free hire of beach wheelchairs for use on the West Sands.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED

(Limited by Guarantee)

Trustees' Annual Report

for the year ended 31 March 2023

- StAnd Reuse – collecting small household items for redistribution to those in need.
- Volunteering opportunities in the Eco Hub, our community gardens, helping at our events, social media and blogging for our website.
- Plastic Free St Andrews – the launch of the Bring Your Own Campaign.
- Sustainable St Andrews – development of the St Andrews Pledge.

Our work in 2022-23 was funded by the generous donations described at note 13 to these accounts, community donations and the customers of our refill shop. We thank them all.

Headlines for the Year

Development of the Eco Hub Since 1 March 2022:

- 1 March 2022 we got the keys of 40 Kinnessburn Road and work commenced immediately to convert it from a betting shop to a modern hub.
- 30 May 2022 staff moved into the office area and work continued to the premises.
- 25 June 2022 the Eco Hub was formally opened by Willie Rennie MSP
- 5 September 2022 the refill shop opened.

Work continued throughout the rest of the year and in January 2023 work commenced on the garden at the rear of the property which was formally opened in June 2023.

Review of the activities, achievements and future developments

The year started with staff moving into our new premises at The Eco Hub. Our membership and Facebook following have been continuing to grow and staff were back attending events. The focus has remained on raising the profile of the charity both within St Andrews and beyond through digital means.

Energy Advice continued to be one of the main activities of the charity; giving in-depth, tailored advice to 1219 households this year. This program not only promotes the reduction of the carbon footprint within the area but also tackles the causes of fuel poverty. Home visits were replaced by tailored advice over the phone during COVID, and this year a blended service (Telephone Advice & Home Visits) was introduced to help the client reduce their energy usage and their energy costs. Total financial saving for clients this year totaled £389,584.

As part of the Cosy Kingdom Partnership, St Andrews Environmental Network carried out 915 telephone advice calls and 65 home visits, with 982 follow up interventions. The handy service installed measures in 357 homes, 248 of which were Cosy Kingdom installations. As a direct result of work carried out under this project clients benefitted from £210,576 of financial gains. Through the Cosy Kingdom Partnership, referrals are made to Citizens Advice and Rights Fife for income maximisation.

Much of the focus was on providing financial support for those struggling with energy costs. This year St Andrews Environmental Network provided £46,623 in fuel vouchers and over £25,000 in fuel top-ups.

The partnership between Transition University of St Andrews, St Andrews Botanic Garden Trust and St Andrews Environmental Network to set up a Community Hub on the site at the back of St Andrews Botanic Garden has continued. The agreement for use of the site was placed on a more formal footing with St Andrews Environmental Network being granted a Licence to Occupy the site. This is great legacy from our CCF funding and will continue to be used as a community space going forward.

As part of our efforts to promote and support the reduction of the carbon footprint of the area, StAnd Reuse provided a collection drop-off point at the front of the Eco Hub and a collection service (by arrangement) for unwanted items to residents and students leaving private rented accommodation at the end of the academic year.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED (Limited by Guarantee)

Trustees' Annual Report

for the year ended 31 March 2023

The goods we collect are sorted, stored and redistributed as individual items or made up into household packs which are distributed to those in need throughout the community. We still have a shortage of many household items required as the service is facing increased demand.

St Andrews Environmental Network was engaged by BID St Andrews to deliver the Clean & Green project within the BID area. This project focuses on the appearance of the town and deals with the issues of waste management, waste reduction and environmental clean ups. Due to the Pandemic, BID lost its funding in March 2020 meaning they were unable to fund the project. The BID ballot for continuing for a further 5 years was delayed as a result of COVID. This took place at the end of July 2021 and the result showed overwhelming support for BID continuing, with 5 years of funding confirmed for Clean & Green. BID continues to part fund Clean & Green and are very supportive in helping secure further funding.

Clean & Green continued to devote a substantial amount of their time keeping St Andrews clean and safe. The removal of graffiti and stickers has been on the increase as has anti-social behaviour throughout the town. The provision of support for other charities continued as required. The charity was once again actively involved in the waste strategy for the Dunhill Links Championship. Not only did St Andrews Environmental provide a collection for items to be reused in the community but also provided waste compound supervision to ensure the waste streams were well managed. This relationship meant that this year we also collected items to be reused in the community at the end of The Open Championship.

Towards a Plastic Free St Andrews which was formally launched on 29 June 2019 relies heavily on volunteers and remains unfunded. The project has continued to promote a plastic free St Andrews and launched the Bring Your Own Campaign. Plastic free living is also promoted in the refill area which opened in the Eco Hub in September 2022.

Sustainable St. Andrews (SSA) is an initiative led by St Andrews Environmental Network (StAndEN), in an effort to develop a clear and unified sustainability strategy, supported by all the stakeholders and the wider community in St. Andrews. Following the success of the 'Towards a Plastic Free St. Andrews' initiative which led to the collaboration amongst all the major stakeholders in St. Andrews towards the eradication of single-use plastics, SSA will be looking beyond plastic pollution. SSA aims to promote sustainable practices within the community and the local businesses in accordance with the UN Sustainable Development Goals (SDGs) and develop further collaboration amongst all stakeholders in St Andrews. A Sustainability Pledge was launched this year and we will continue to encourage all stakeholders within the town to sign up to start the journey towards a Sustainable St Andrews.

Future plans

The charity will continue to deliver and develop the services it provided this year.

Premises at 40 Kinnessburn Road are now well established within the community, The Eco Hub will continue to run focused exhibitions promoting sustainability and the charity's numerous projects. It allowed for a small expansion of StAnd Reuse providing a drop-off point for donations. A warehouse type space is still required to develop this further. Funding was secured from The Open Legacy fund for a small expansion which will take place over the coming year. The further development to take all furniture items, and repair those that need it, would require considerable funding and options are being explored.

The community garden at the back of the St Andrews Preservation Trust Museum was established as a demonstration of food-growing in a domestic setting. Produce resulting from the project was donated to the cafe at the North East Fife Community Hub. The development of the large garden to the rear of the premises on Kinnessburn Road is well underway and it was opened as a second community garden and education space in June 2023.

We aim to expand the use of the Kernel and to host more events from the premises.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED

(Limited by Guarantee)

Trustees' Annual Report

for the year ended 31 March 2023

Financial position and review of the year

The net expenditure for the year was £26,947 (2022 income – £2,919) including grants and donations of £336,900 (2022 - £289,595). The reserves carried forward at the year end were £69,070 (2022 - £96,017) including tangible fixed assets in use of £19,548 (2022 - £19,786). The reserves were made up of unrestricted funds of £10,897 (2022 - £39,811) and restricted funds of £58,173 (2022 - £56,206).

Reserves Policy

The trustees have set a policy of holding a minimum of £20,000 in reserve, but recognise that this will cease to be adequate as the charity grows. Reserves are monitored closely throughout the year and this policy will be reviewed annually.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, in particular those relating to the operations and finances of the charity, and are satisfied that systems are in place to mitigate the charity's exposure to the major risks. Risk assessments address all key areas of the charity's activities.

The main risk to which the charity is exposed remains its dependence on grant funding. Ways of income generation are under consideration for the long term and, in the interim, the charity will move away from being reliant on one or two major funders.

Investment policy

The trustees do not hold funds for investment.

Structure, Governance and Management

The charity is a company limited by guarantee incorporated on 13 March 2013 and governed by its Articles and Memorandum of Association. The Articles were updated following a special general meeting in February 2019. The charity is administered by a board of trustees which meets as required. The day to day work is managed by the Manager.

The charity must have a minimum of 20 members all of whom must reside within the community. Membership is open to any individual aged 18 years or over. Any member of the charity who wishes to be considered for appointment as a trustee at an Annual General Meeting shall lodge a written notice of their willingness to be appointed (in such form as the trustees require) signed by the member, at any time up to the commencement of the Annual General Meeting with the Manager. Trustees may be appointed by ordinary resolution. The trustees may at any time appoint any member (providing he/she is willing to act) to be a trustee to fill a vacancy or as an additional trustee. The maximum number of trustees is 13, the majority of which must be member directors.

The charity has procedures for the induction and training of trustees which include a briefing meeting with current trustees. New trustees are also provided with an induction pack which contains a copy of the Memorandum & Articles of Association, recent minutes, latest annual financial statements and the OSCR publication "Guidance for Charity Trustees – acting with care and diligence".

Reference and Administrative Information

Scottish Charity number:	SC045253
Operational address:	The Eco Hub, 40 Kinnessburn Road, St Andrews, Fife, KY16 8AD
Registered Office:	Kinburn Castle, Double Dykes Road, St Andrews, Fife, KY16 9DR
Secretary	Thorntons Law LLP
Bankers	Royal Bank of Scotland
Independent Examiner	Joanne Paul, Henderson Black & Co, 149 Market Street, St Andrews, Fife, KY16 9PF
Manager	Jane Kell

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(Limited by Guarantee)

Trustees' Annual Report

for the year ended 31 March 2023

Directors and Trustees

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year end were as follows:

Ronald A. Murphy (Chairman)	
Daphne Biliouri-Grant	(resigned 7 November 2023)
Alexander W. J. Clark	
Ian B. J. Goudie	
Howard Greenwell	(resigned 19 April 2023)
Patrick S. H. Marks	
Gregory F. Newman	(resigned 19 April 2023)

At each Annual General Meeting all the trustees who have been appointed since the last Annual General Meeting shall retire from office and out of the remaining trustees one third shall retire from office. Retiring trustees shall be eligible for re-appointment.

Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the balance sheet date and of its income and expenditure for the financial year. In preparing those financial statements, the trustees should follow best practice and:

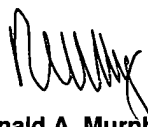
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the charities SORP;
- make sound judgements and estimates that are reasonable and prudent;
- follow applicable accounting standards subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company Exemptions

The trustees have prepared this report in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees on 13 December 2023 and signed on their behalf by:



Ronald A. Murphy (Chairman)

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(Limited by Guarantee)
Independent Examiner's Report to the Trustees

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 7 to 15.

Respective Responsibilities of the Trustees and Examiner

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

This report is made to the trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the trustees for my work or for this report.

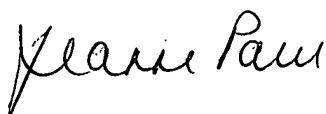
Basis of Independent Examiner's Statement

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

Independent Examiner's Statement

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Joanne Paul CA
Partner
Henderson Black & Co
Chartered Accountants

Chestney House
149 Market Street
St Andrews
Fife, KY16 9PF

13 December 2023

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Income and endowments from:							
Grants and donations	5	78,757	258,143	336,900	106,007	183,588	289,595
Charitable activities		5,334	-	5,334	5,084	-	5,084
Interest	6	3	-	3	1	-	1
Total Income		<u>84,094</u>	<u>258,143</u>	<u>342,237</u>	<u>111,092</u>	<u>183,588</u>	<u>294,680</u>
Expenditure on:							
Charitable activities	7	93,672	275,512	369,184	46,869	244,892	291,761
Total Expenditure		<u>93,672</u>	<u>275,512</u>	<u>369,184</u>	<u>46,869</u>	<u>244,892</u>	<u>291,761</u>
Net (expenditure)/income		(9,578)	(17,369)	(26,947)	64,223	(61,304)	2,919
Transfers between funds	13	<u>(19,336)</u>	<u>19,336</u>	<u>-</u>	<u>(58,916)</u>	<u>58,916</u>	<u>-</u>
Net movement in funds		(28,914)	1,967	(26,947)	5,307	(2,388)	2,919
Reconciliation of funds:							
Total funds brought forward		<u>39,811</u>	<u>56,206</u>	<u>96,017</u>	<u>34,504</u>	<u>58,594</u>	<u>93,098</u>
Total funds carried forward		<u>10,897</u>	<u>58,173</u>	<u>69,070</u>	<u>39,811</u>	<u>56,206</u>	<u>96,017</u>

The Statement of Financial Activities includes all gains and losses in the year.
All income and expenditure derive from continuing activities.
The notes on pages 10 to 15 form an integral part of these accounts.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Balance Sheet as at 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fixed assets							
Tangible assets	8	7,582	11,966	19,548	2,538	17,248	19,786
		<u>7,582</u>	<u>11,966</u>	<u>19,548</u>	<u>2,538</u>	<u>17,248</u>	<u>19,786</u>
Current assets							
Stocks		3,504	14,278	17,782	8,349	-	8,349
Debtors	9	22,084	14,583	36,667	21,925	12,500	34,425
Cash in bank and on hand		(4,276)	31,976	27,700	22,866	40,578	63,444
		<u>21,312</u>	<u>60,837</u>	<u>82,149</u>	<u>53,140</u>	<u>53,078</u>	<u>106,218</u>
Liabilities							
Creditors: amounts falling due within one year							
Creditors and accruals	10	17,997	14,630	32,627	15,867	14,120	29,987
		<u>17,997</u>	<u>14,630</u>	<u>32,627</u>	<u>15,867</u>	<u>14,120</u>	<u>29,987</u>
Net current assets		<u>3,315</u>	<u>46,207</u>	<u>49,522</u>	<u>37,273</u>	<u>38,958</u>	<u>76,231</u>
Total net assets		<u>10,897</u>	<u>58,173</u>	<u>69,070</u>	<u>39,811</u>	<u>56,206</u>	<u>96,017</u>
The funds of the charity:							
Unrestricted income funds							
General Fund	13	10,897	-	10,897	39,811	-	39,811
Restricted income funds:							
Restricted Funds	13	-	58,173	58,173	-	56,206	56,206
Total charity funds		<u>10,897</u>	<u>58,173</u>	<u>69,070</u>	<u>39,811</u>	<u>56,206</u>	<u>96,017</u>

For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

Trustees' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

Approved by the trustees on 13 December 2023 and signed on their behalf by:-

Ronald A. Murphy (Chairman)

Company Registration Number: SC445003

The notes on pages 10 to 15 form an integral part of these accounts.

**ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)**

**Statement of Cash Flows
for the year ended 31 March 2023**

	Notes	Total Funds 2023 £	Total Funds 2022 £
Cash flows from operating activities:			
Net cash (used in)/provided by operating activities (see below)		<u>(22,270)</u>	<u>12,157</u>
Cash flows from investing activities:			
Interest		3	1
Purchases of tangible fixed assets	8	<u>(13,477)</u>	<u>(3,383)</u>
Net cash used in investing activities		<u>(13,474)</u>	<u>(3,382)</u>
Change in cash and cash equivalents in the year		(35,744)	8,775
Cash and cash equivalents brought forward		63,444	54,669
Cash and cash equivalents carried forward		<u><u>27,700</u></u>	<u><u>63,444</u></u>
Analysis of changes in net debt			
Cash at 1 April		63,444	54,669
Cash flows in year		(35,744)	8,775
Cash at 31 March		<u><u>27,700</u></u>	<u><u>63,444</u></u>
Reconciliation of net movement in funds to net cash flow from operating activities			
Net movement in funds (as per the Statement of Financial Activities)		(26,947)	2,919
Add back depreciation charge	8	13,715	11,208
Investment income shown in investing activities		(3)	(1)
Increase in stocks		(9,433)	(3,034)
Increase in debtors		(2,242)	(1,302)
Increase in creditors		2,640	2,367
Net cash (used in)/provided by operating activities		<u><u>(22,270)</u></u>	<u><u>12,157</u></u>

**ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)**

**Notes to the Financial Statements
for the year ended 31 March 2023**

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of Preparing the Financial Statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005, the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

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

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

1.2 Fund accounting

Funds held by the charity are either unrestricted or restricted in purpose. Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees. Restricted funds are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Within restricted funds, some costs are not directly attributable to any individual fund and the charity uses a method of apportionment to fairly allocate such costs between the restricted funds. The basis of the apportionment is the extent of usage of a resource and, in terms of salary costs, the amount of staff time spent on each activity.

1.3 Income recognition

Income is recognised when the charity has entitlement to the income, any performance conditions attached to the income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants, whether 'capital' grants 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 from savings is recognised on a receivable basis.

1.4 Expenditure

Expenditure is recognised 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. The charity is not registered for Value Added Tax and accordingly all expenditure includes Value Added Tax which cannot be recovered.

1.5 Allocation of expenditure

Costs charged to a restricted fund include direct costs in relation to the restricted activities.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost and are depreciated over their estimated useful economic lives on the following basis: Equipment (all classes) 25% straight line, Motor Vehicles 25% reducing balance.

1.7 Pension

The charity operates a defined contribution scheme for the benefit of its employees. Contributions are charged to the profit and loss account in the year they are payable.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

1.8 Judgements in applying accounting policies and key sources of estimation

In the application of the charity'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 available from other sources. The estimates and associated assumptions are based on historical experience and other factors that are relevant. Actual results may differ from these estimates. In preparing these financial statements, the trustees have made the following judgements:

Accruals

Trustees estimate the requirements for accruals using post year end information. This identifies costs that are expected to be incurred for services provided by other parties. Accruals are only released when there is a reasonable expectation that these costs will not be invoiced in the future.

1.9 Leases

Lease payments under operating leases are recognised as an expense over the lease term on a straight-line basis.

2 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1.

3 Control

Control of the charity lies in the hands of the members who elect the trustees.

4 Taxation

The charity is exempt from tax on income and gains to the extent that these are applied for its charitable objects.

5 Income from grants and donations

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Grants	66,625	257,838	324,463	79,300	183,588	262,888
Donations	12,132	305	12,437	26,707	-	26,707
	<u>78,757</u>	<u>258,143</u>	<u>336,900</u>	<u>106,007</u>	<u>183,588</u>	<u>289,595</u>

6 Interest income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Bank interest	<u>3</u>	<u>-</u>	<u>3</u>	<u>1</u>	<u>-</u>	<u>1</u>

7 Expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Direct expenses of activities (adjusted for stock)	23,935	30,850	54,785	2,747	65,577	68,324
Salaries	37,728	180,947	218,675	14,476	141,833	156,309
Employer's NIC	1,136	8,818	9,954	553	5,795	6,348
Pension costs	1,284	4,773	6,057	461	3,907	4,368
Consultant	-	-	-	-	11,700	11,700
Training	2,101	-	2,101	24	-	24
Rent	4,842	15,000	19,842	5,326	4,658	9,984
Insurance	-	4,979	4,979	1,769	1,030	2,799
Stationery, postages, office costs and sundries	9,644	-	9,644	4,672	-	4,672
Repairs and maintenance	433	15,276	15,709	4,959	-	4,959
Marketing and promotion	871	-	871	369	-	369
Telephone and internet	-	3,964	3,964	2,668	30	2,698
Subscriptions and memberships	540	-	540	320	-	320
Travel expenses	5,232	-	5,232	4,888	-	4,888
Payroll preparation costs	356	-	356	811	-	811
Independent Examiner's fee	2,760	-	2,760	1,980	-	1,980
Depreciation	<u>2,810</u>	<u>10,905</u>	<u>13,715</u>	<u>846</u>	<u>10,362</u>	<u>11,208</u>
	<u>93,672</u>	<u>275,512</u>	<u>369,184</u>	<u>46,869</u>	<u>244,892</u>	<u>291,761</u>

Within the foregoing expenses of charitable activities the trustees regard the salaries as support costs.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

8 Tangible fixed assets 2023

	Restricted Funds			Unrestricted Funds			
	Motor vehicles £	Project equipment	Restricted Total	Office equipment £	Project equipment £	Unrestricted Total £	Total £
Cost:							
As at 1 April 2022	21,294	27,670	48,964	8,379	7,627	16,006	64,970
Additions	-	5,623	5,623	1,619	6,235	7,854	13,477
As at 31 March 2023	<u>21,294</u>	<u>33,293</u>	<u>54,587</u>	<u>9,998</u>	<u>13,862</u>	<u>23,860</u>	<u>78,447</u>
Depreciation:							
As at 1 April 2022	10,962	20,754	31,716	5,841	7,627	13,468	45,184
Charge for the year	<u>2,583</u>	<u>8,322</u>	<u>10,905</u>	<u>1,251</u>	<u>1,559</u>	<u>2,810</u>	<u>13,715</u>
As at 31 March 2023	<u>13,545</u>	<u>29,076</u>	<u>42,621</u>	<u>7,092</u>	<u>9,186</u>	<u>16,278</u>	<u>58,899</u>
Net book values:							
As at 31 March 2023	<u><u>7,749</u></u>	<u><u>4,217</u></u>	<u><u>11,966</u></u>	<u><u>2,906</u></u>	<u><u>4,676</u></u>	<u><u>7,582</u></u>	<u><u>19,548</u></u>

Tangible fixed assets 2022

	Restricted Funds			Unrestricted Funds			
	Motor vehicles £	Project equipment	Restricted Total	Office equipment £	Project equipment £	Unrestricted Total £	Total £
Cost:							
As at 1 April 2021	21,294	27,670	48,964	4,996	7,627	12,623	61,587
Additions	-	-	-	3,383	-	3,383	3,383
As at 31 March 2022	<u>21,294</u>	<u>27,670</u>	<u>48,964</u>	<u>8,379</u>	<u>7,627</u>	<u>16,006</u>	<u>64,970</u>
Depreciation:							
As at 1 April 2021	7,518	13,836	21,354	4,995	7,627	12,622	33,976
Charge for the year	<u>3,444</u>	<u>6,918</u>	<u>10,362</u>	<u>846</u>	<u>-</u>	<u>846</u>	<u>11,208</u>
As at 31 March 2022	<u>10,962</u>	<u>20,754</u>	<u>31,716</u>	<u>5,841</u>	<u>7,627</u>	<u>13,468</u>	<u>45,184</u>
Net book values:							
As at 31 March 2022	<u><u>10,332</u></u>	<u><u>6,916</u></u>	<u><u>17,248</u></u>	<u><u>2,538</u></u>	<u><u>-</u></u>	<u><u>2,538</u></u>	<u><u>19,786</u></u>
As at 31 March 2021	<u><u>13,776</u></u>	<u><u>13,834</u></u>	<u><u>27,610</u></u>	<u><u>1</u></u>	<u><u>-</u></u>	<u><u>1</u></u>	<u><u>27,611</u></u>

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

9 Debtors	Unrestricted Funds	Restricted Funds	Total Funds 2023	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£	£	£	£
Grants receivable	15,125	14,583	29,708	15,125	12,500	27,625
Charitable activities	6,959	-	6,959	6,800	-	6,800
	<u>22,084</u>	<u>14,583</u>	<u>36,667</u>	<u>21,925</u>	<u>12,500</u>	<u>34,425</u>

10 Creditors and accruals	Unrestricted Funds	Restricted Funds	Total Funds 2023	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£	£	£	£
Project expenses	1,746	14,630	16,376	1,368	11,476	12,844
Taxation and social security	7,691	-	7,691	7,968	2,644	10,612
Other creditors	275	-	275	3,021	-	3,021
Accruals	8,285	-	8,285	3,510	-	3,510
	<u>17,997</u>	<u>14,630</u>	<u>32,627</u>	<u>15,867</u>	<u>14,120</u>	<u>29,987</u>

11 Related party transactions, employees, trustees and their remuneration

11.1 Employees

The average weekly number of employees during the year was 13 (2022 - 9), all supporting charitable activities.

No employee earned at a rate of £60,000 or more (2022 - none).

The key management personnel of the charity comprise the Trustees and the Manager whose employee benefits total £18,454 (2022 - £16,739).

11.2 Trustees

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or in kind. The value of the work done by the trustees is not reflected in the accounts as it cannot be quantified.

Donations to the charity during the year from trustees were £nil (2022 - £nil).

12 Financial Commitments

The Charity has the following commitments under non-cancellable operating leases as follows:

	2023	2022
	£	£
Within one year	19,500	23,400
Between two and five years	56,875	91,650
	<u>76,375</u>	<u>115,050</u>

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

13 Movement in funds 2023

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
Restricted funds					
Clean and Green	11,692	51,305	(60,568)	-	2,429
Energy Efficiency	-	117,461	(131,942)	14,481	-
PPE	300	-	-	-	300
Beach Wheelchairs	10,936	15,624	(9,470)	-	17,090
Eco Hub	25,016	8,000	(34,659)	1,643	-
Opportunities for All	7,262	-	(7,262)	-	-
Responsible Consumer Workshop	1,000	-	(1,000)	-	-
Community Garden	-	18,463	(21,875)	3,412	-
Reuse	-	34,000	(5,000)	-	29,000
Laptop	-	200	-	(200)	-
Cost of Living	-	13,090	(3,736)	-	9,354
	<u>56,206</u>	<u>258,143</u>	<u>(275,512)</u>	<u>19,336</u>	<u>58,173</u>
Unrestricted funds:					
General funds	39,811	84,094	(93,672)	(19,336)	10,897
Total funds	<u>96,017</u>	<u>342,237</u>	<u>(369,184)</u>	<u>-</u>	<u>69,070</u>

Description of restricted funds

Clean and Green

A grant of £50,000 was received from BID St Andrews and £1,305 from various donors towards delivering the Clean and Green initiative in St Andrews.

Energy Efficiency

A grant of £44,000 was received from Fife Council, £29,608 from the Bank of Scotland Foundation, £29,083 from Greener Kirkcaldy, £12,770 from the Redress Fund and £4,000 from the University of St Andrews to deliver the energy efficiency programme. A transfer was made from unrestricted funds to allow the project to continue as planned.

PPE

A grant of £1,260 was received from the St Andrews Community Trust and £500 from the University of St Andrews in previous years to purchase PPE equipment.

Beach Wheelchairs

A grant of £15,624 was received from the Hamish McHamish Foundation towards the operation of the beach wheelchairs facility at the West Sands, St Andrews.

Eco Hub

A grant of £8,000 was received from the St Andrews Community Trust to set up an eco hub in St Andrews. A transfer of £1,643 was made from unrestricted funds to cover costs in the year.

Opportunities for All

A grant of £9,700 was received from FVA in the previous year to deliver the Opportunities for All initiative to develop a volunteer co-ordinator role.

Responsible Consumer Workshop

A grant of £1,000 was received from the University of St Andrews in the previous year to hold a workshop on how to be a responsible customer.

Community Garden

A grant of £9,815 was received from the National Lottery, £5,000 from the St Andrews Community Trust and £3,648 from Fife Council to develop a community garden. A transfer of £3,412 was made from unrestricted funds to cover costs in the year.

Reuse

A grant of £34,000 was received from the R&A towards the Reuse project in St Andrews.

Laptop

A grant of £200 was received from the Royal Burgh of St Andrews Community Council towards the purchase of a refurbished laptop. This was purchased in the year meeting the conditions of the restriction with the asset transferring to unrestricted funds.

Cost of Living

A grant of £13,090 was received from the National Lottery Community Fund towards a cost of living project.

ST ANDREWS ENVIRONMENTAL NETWORK LIMITED
(LIMITED BY GUARANTEE)

Notes to the Financial Statements
for the year ended 31 March 2023 (continued)

13 Movement in funds 2022

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Restricted funds					
Clean and Green	18,295	42,550	(63,762)	14,609	11,692
Energy Efficiency	7,195	83,573	(138,312)	47,544	-
Beach Wheelchairs	13,834	5,000	(7,898)	-	10,936
Adapt & Thrive	18,970	-	(15,733)	(3,237)	-
PPE	300	-	-	-	300
Reuse	-	13,625	(13,625)	-	-
Eco Hub	-	26,680	(1,664)	-	25,016
Opportunities for All	-	9,700	(2,438)	-	7,262
Community Garden	-	1,000	(1,000)	-	-
Carbon Chats	-	460	(460)	-	-
Responsible Consumer Workshop	-	1,000	-	-	1,000
	<u>58,594</u>	<u>183,588</u>	<u>(244,892)</u>	<u>58,916</u>	<u>56,206</u>
Unrestricted funds:					
General funds	34,504	111,092	(46,869)	(58,916)	39,811
	<u>93,098</u>	<u>294,680</u>	<u>(291,761)</u>	<u>-</u>	<u>96,017</u>

Description of restricted funds

Clean and Green

A grant of £42,500 was received from BID St Andrews and £50 from the St Andrews Community Council towards delivering the Clean and Green initiative in St Andrews. A transfer was made from unrestricted funds to allow the project to continue as planned.

Energy Efficiency

A grant of £36,300 was received from Fife Council, £26,916 from the Bank of Scotland Foundation, £18,895 from the Energy Saving Trust and £1,462 from the William Grant Foundation to deliver the energy efficiency programme. A transfer was made from unrestricted funds to allow the project to continue as planned.

Beach Wheelchairs

A grant of £5,000 was received from the Hamish McHamish Foundation towards the operation of the beach wheelchairs facility at the West Sands, St Andrews.

Adapt & Thrive

A grant of £19,320 was received in the previous year from Adapt & Thrive towards a COVID recovery plan, assets costing £3,383 were purchased in the year meeting the conditions of the restriction and the assets transferring to unrestricted funds.

PPE

A grant of £1,260 was received from the St Andrews Community Trust and £500 from the University of St Andrews in the previous year to purchase PPE equipment.

Reuse

A grant of £11,625 was received from the Peoples Postcode Lottery and £2,000 from the Gordon Fraser Charitable Trust towards the Reuse project in St Andrews.

Eco Hub

A grant of £24,680 was received from the Scotland Loves Local Fund and £2,000 from the University of St Andrews to set up an eco hub in St Andrews.

Opportunities for All

A grant of £9,700 was received from FVA to deliver the Opportunities for All initiative to develop a volunteer co-ordinator role.

Community Garden

A grant of £1,000 was received from Arnold Clark to develop a community garden.

Carbon Chats

A grant of £460 was received from Greener Kirkcaldy to hold a series of events in the St Davids Centre.

Responsible Consumer Workshop

A grant of £1,000 was received from the University of St Andrews to hold a workshop on how to be a responsible customer.