

**NORTH EAST FIFE COMMUNITY HUB  
(LIMITED BY GUARANTEE)**

**REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

**SCOTTISH CHARITY NUMBER: SC048315**

**COMPANY REGISTRATION NUMBER: SC585455**



**Henderson Black & Co**

CHARTERED ACCOUNTANTS, ST ANDREWS

**NORTH EAST FIFE COMMUNITY HUB (Limited by Guarantee)****Report and Financial Statements*****for the year ended 31 March 2022***

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**Scottish Charity Number – SC048315**

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## North East Fife Community Hub (Limited by Guarantee)

### Trustees' Annual Report

*for the year ended 31 March 2022*

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2022.

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 principal charitable purposes are:

- To enhance the quality of life for local residents by provision and management of recreation facilities and activities.
- To promote, undertake, support and enable community development and regeneration.
- The relief of those in need within the local area because of age, ill-health, disability, financial hardship or other disadvantage.
- The advancement of health

To further these objects, the company will seek:

- To conserve, improve and manage, for public benefit, community land, buildings and related assets in the operating area.
- To provide services within the local community which improve the condition and quality of life for local residents.
- To engage in consulting with the wider community to ascertain and address identified local aspiration.
- To establish the co-location of support services available to the community at large, and
- To do all such other things which further the objectives of the company and may be deemed to be charitable.

#### Review of Activities and Future Developments

The NEFCH gained access to the St David's Centre on the 1/3/2021. We moved into a building that had not been looked after for some considerable time and there was much to do. It was just about wind and watertight but our first priority was to ensure that the roof was up to standard and the leaks our surveyor had detected were repaired. This was carried out and the internal refurbishment commenced. We employed our first permanent staff members in May 2021: David Anderson was appointed Project Coordinator and Paul Kirk became Janitor.

Initially our work centred around the café and kitchen area where, with the help of volunteers and staff from Clean and Green, St Andrews Rotary, St Andrews Men's Shed, as well as a backbone of professional experts, we lifted and refloored the café and kitchens. We had an enthusiastic team of painters from the Rotary and the lights were replaced with better LED ones.

The downstairs toilet areas were completely refurbished and made more user and dementia friendly with flooring, lighting, suitable WC's and sanitary ware. This involved knocking down of walls and much plumbing and electrical work.

The installation of donated kitchen units to the smaller training kitchen enabled a Take-Away Service to open up from the shore-side window and gradually, as COVID restrictions were relaxed, normal inside food service became possible with suitable distancing. We benefitted from a generous donation of furniture from the New Golf Club, and the café was up and running. The number of customers began to increase steadily, and we successfully applied for a grant so that we might equip and refurbish the commercial kitchen, and significantly improve our capacity for food preparation.

## North East Fife Community Hub (Limited by Guarantee)

### Trustees' Annual Report

*for the year ended 31 March 2022*

We installed a ramp early in 2022 so that disabled and wheelchair users could gain easier and more direct access to the café, and this has been well used.

The Commercial Kitchen has allowed us to cater more easily for larger groups, enabling for example the Men's Shed to have their Xmas dinner at the Hub. Other celebrations have also been marked, such as a popular Scots Meals with invited speakers.

The opening of the café has meant that many in the town of St Andrews and district who were lonely, who had become isolated during COVID or simply had nowhere else to go, now had a destination and the café has been steadily used since then.

We offer activities in the café such as dominoes, craft groups and a knitting group; in fact, anything that people would like to do with other people in the café to encourage interaction, including just sitting and chatting.

At the Hub we have offered rooms for rent as they have been refurbished and painted. These have been enthusiastically taken up and we have several long-term tenants, ranging from the Kingdom Vineyard (a local church who run the Storehouse foodbank) to StAndEN (St Andrews Energy Network). There will always be other spaces available, however, for shorter-term meetings, training courses, small conferences etc. either in the café area or in the readily prepared rooms.

Amongst our other tenants we include Pilgrim Care, a local Christian charity; House of Hearing, who have rented rooms whilst their commercial premises are being renovated; and Fife Council who retain the rental rights on the Day Care Centre. We have recently been advised that we will be hosting a 'Pop-up' Post Office which will utilise a quiet ground floor room, and the North East Fife Credit Union are also expected. In the café we have a Community Fridge installed which enables food which would otherwise be destined for land fill to be used by anyone. This includes fresh produce and bakery goods.

To enable the building to fully open up to all disabled groups at all times without the need to resort to the lift we need to fully refurbish the toilets, and wheelchair refuge areas upstairs. This will be a priority for the coming year.

In a building such as St David's which has been used for a wide range of activities there will always be a great deal of necessary ongoing maintenance to be carried out, for example the lift which had not been serviced for some years, after recommissioning was, to say the least, temperamental.

We would love to make the building more environmentally friendly as currently we languish with the lowest possible energy efficiency rating. This may be alleviated a little with the installation of solar PV panels, but the addition of adequate insulation may well have as great an effect.

We will seek to continue to refurbish the rooms upstairs which have not yet been fully 'made-over' to continue to maximise our revenue stream from this area. Only in this way can the Hub hope to become more fully financially sustainable and remain a place of welcome for the Community of St Andrews. This why we came to be and why we seek to continue our work.

#### **Financial position and review of the period**

Income in the year was £143,602 (2021 - £205,559). Takings from the café were £13,694 (2021 - £nil) and related costs were £4,092 (2021 - £nil). The St David's Centre property is reflected in the financial statements at its fair value. The overall net movement in funds for the year was a surplus of £61,546 (2021 - £752,453).

**North East Fife Community Hub (Limited by Guarantee)****Trustees' Annual Report*****for the year ended 31 March 2022***

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**Reserves Policy**

The reserves carried forward at 31 March 2022 were £836,583 (2021 - £775,037) which include unrestricted funds of £64,520 (2021 - £35,074) and restricted funds of £214,877 (2021 - £182,777). The trustees aim to build the funds to provide a base for future working capital requirements and also periodic projects and improvements as opportunities arise.

**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.

**Investment policy and performance**

Under the memorandum of association the trustees are empowered to invest any sums not immediately required in such investments, securities or property as thought fit, subject to law. In the year ended 31 March 2022 there were no surplus funds for investment.

**Structure, Governance and Management**

The charity is a company limited by guarantee and governed by its Memorandum and Articles of Association. It was incorporated on 11 January 2018 and was awarded charitable status on 18 April 2018. Control of the charity lies in the hands of the members who elect the trustees. Any individual, institution or organisation wishing to become a member must lodge a written application for membership with the trustees. The trustees may, for good and proper reasons, reject any application or terminate the membership of any member. There shall be no fewer than 20 members and there is no upper limit to the number of members.

A special resolution was passed, in January 2020, to adopt revised Articles of Association which amended the conditions of membership.

The charity is administered by a board of trustees which is required to meet at least 4 times per year. The trustees manage the day-to-day operations of the charity. The charity has procedures for the induction of trustees which include a briefing meeting with the trustees and provision of copies of the Memorandum & Articles of Association.

## North East Fife Community Hub (Limited by Guarantee)

### Trustees' Annual Report

*for the year ended 31 March 2022*

#### Reference and Administrative Information

Scottish Charity number: SC048315  
 Operational address/Registered Office: St Davids Centre, 23 Albany Park, St Andrews, Fife, KY16 8BP  
 Independent Examiner: Joanne Paul CA, Henderson Black & Co, Chartered Accountants, St Andrews, Fife, KY16 9PF  
 Bankers: Royal Bank of Scotland 113-115 South Street, St Andrews, Fife, KY16 9QB

#### 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:

Catherine Carter	(resigned 27 March 2023)
Lisa Cathro	(appointed 20 February 2023)
Jesse Duley (Treasurer)	(appointed 20 February 2023)
Maureen Jack	
Jane Kell	(resigned 27 March 2023)
Stewart Kerr (Chairperson)	
John MacMillan	
Grace Morris	(appointed 20 February 2023)
Blair Smith	
Jane Smith	

There shall be no fewer than 6 trustees and no more than 12. Trustees shall be appointed for a term of not more than three years but shall be eligible for re-election for subsequent terms not exceeding three years each.

## North East Fife Community Hub (Limited by Guarantee)

### Trustees' Annual Report

*for the year ended 31 March 2022*

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

The trustees (who are the directors of the company for the purposes of company law) are responsible for preparing the annual report and accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

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 charitable company and of its income and expenditure for that period.

In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, 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 in operation.

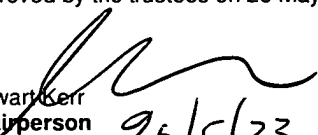
The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland)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

#### Small Company Exemptions

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

Approved by the trustees on 26 May 2023 and signed on their behalf by:

Stewart Kerr  
Chairperson

  
26/5/23

## Independent Examiner's Report to the Trustees of North East Fife Community Hub (Limited by Guarantee)

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 7 to 14.

### Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts 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 seeking 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

26 May 2023



## NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted Funds £	Fair Value Reserve £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Fair Value Reserve £	Restricted Funds £	Total Funds 2021 £
<b>Income and endowments from:</b>									
Grants and donations	6	23,116	-	73,757	96,873	15,376	-	188,433	203,809
Charitable activities	7	46,729	-	-	46,729	1,750	-	-	1,750
<b>Total Income</b>		<u>69,845</u>	<u>-</u>	<u>73,757</u>	<u>143,602</u>	<u>17,126</u>	<u>-</u>	<u>188,433</u>	<u>205,559</u>
<b>Expenditure on:</b>									
Charitable activities	8	43,197	-	38,859	82,056	5,126	-	5,166	10,292
<b>Total Expenditure</b>		<u>43,197</u>	<u>-</u>	<u>38,859</u>	<u>82,056</u>	<u>5,126</u>	<u>-</u>	<u>5,166</u>	<u>10,292</u>
<b>Net income/expenditure</b>		26,648	-	34,898	61,546	12,000	-	183,267	195,267
Gain on revaluation of fixed assets		-	-	-	-	-	557,186	-	557,186
Transfers between funds	13	2,798	-	(2,798)	-	1,560	-	(1,560)	-
<b>Net movement in funds</b>		<u>29,446</u>	<u>-</u>	<u>32,100</u>	<u>61,546</u>	<u>13,560</u>	<u>557,186</u>	<u>181,707</u>	<u>752,453</u>
<b>Reconciliation of funds:</b>									
Total funds brought forward		35,074	557,186	182,777	775,037	21,514	-	1,070	22,584
<b>Total funds carried forward</b>		<u>64,520</u>	<u>557,186</u>	<u>214,877</u>	<u>836,583</u>	<u>35,074</u>	<u>557,186</u>	<u>182,777</u>	<u>775,037</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 14 form an integral part of these accounts.

## NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)

## BALANCE SHEET AS AT 31 MARCH 2022

	Notes	Unrestricted Funds £	Fair Value Reserve £	Restricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Fair Value Reserve £	Restricted Funds £	Total Funds 2021 £
<b>Fixed assets</b>									
Tangible assets	10	4,009	557,186	180,789	741,984	1,431	557,186	117,814	676,431
		<u>4,009</u>	<u>557,186</u>	<u>180,789</u>	<u>741,984</u>	<u>1,431</u>	<u>557,186</u>	<u>117,814</u>	<u>676,431</u>
<b>Current assets</b>									
Debtors and prepayments	11	1,941	-	3,000	4,941	1,463	-	55,253	56,716
Cash in bank and on hand		64,367	-	36,425	100,792	34,542	-	12,218	46,760
		<u>66,308</u>	<u>-</u>	<u>39,425</u>	<u>105,733</u>	<u>36,005</u>	<u>-</u>	<u>67,471</u>	<u>103,476</u>
<b>Liabilities</b>									
<b>Creditors: falling due within one year</b>									
Creditors and accruals	12	5,797	-	5,337	11,134	2,362	-	2,508	4,870
		<u>5,797</u>	<u>-</u>	<u>5,337</u>	<u>11,134</u>	<u>2,362</u>	<u>-</u>	<u>2,508</u>	<u>4,870</u>
<b>Net current assets</b>		<u>60,511</u>	<u>-</u>	<u>34,088</u>	<u>94,599</u>	<u>33,643</u>	<u>-</u>	<u>64,963</u>	<u>98,606</u>
<b>Total net assets</b>		<u>64,520</u>	<u>557,186</u>	<u>214,877</u>	<u>836,583</u>	<u>35,074</u>	<u>557,186</u>	<u>182,777</u>	<u>775,037</u>
<b>The funds of the charity:</b>									
Unrestricted general Fund	13	64,520	-	-	64,520	35,074	-	-	35,074
Fair value reserve		-	557,186	-	557,186	-	557,186	-	557,186
Restricted Fund		-	-	214,877	214,877	-	-	182,777	182,777
<b>Total charity funds</b>		<u>64,520</u>	<u>557,186</u>	<u>214,877</u>	<u>836,583</u>	<u>35,074</u>	<u>557,186</u>	<u>182,777</u>	<u>775,037</u>

For the financial year ended 31 March 2022 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 26 May 2023 and signed on their behalf by:-

Stewart Kerr (Chairperson)

Company Registration Number: SC585455

The notes on pages 10 to 14 form an integral part of these accounts.

**NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)****STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2022**

	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<b>Cash flows from operating activities:</b>		
<b>Net cash provided by operating activities (see below)</b>	<u>136,619</u>	<u>143,371</u>
<b>Cash flows from investing activities:</b>		
Purchases of tangible fixed assets	(82,587)	(119,374)
<b>Net cash used in investing activities</b>	<u>(82,587)</u>	<u>(119,374)</u>
Change in cash and cash equivalents in the year	54,032	23,997
Cash and cash equivalents brought forward	46,760	22,763
<b>Cash and cash equivalents carried forward</b>	<u>100,792</u>	<u>46,760</u>
<b>Analysis of changes in net debt</b>		
Cash at 1 April 2021	46,760	22,763
Cash flows in year	54,032	23,997
Cash at 31 March 2022	<u>100,792</u>	<u>46,760</u>
<b>Reconciliation of net movement in funds to net cash flow from operating activities</b>		
Net movement in funds per Statement of Financial Activities	61,546	752,453
Add back depreciation charge	17,034	730
Gain on revaluation of property	-	(557,186)
Decrease/(increase) in debtors	51,775	(56,716)
Increase in creditors	6,264	4,090
<b>Net cash provided by operating activities</b>	<u>136,619</u>	<u>143,371</u>

**NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022****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 £.

**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.

**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.

**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 Tangible fixed assets and depreciation**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Provision is made for depreciation on all tangible assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows:

Property: 2% straight line.

Computer and café equipment: 33.33% reducing balance.

**1.6 Financial instruments**

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument. Basic financial assets (which include cash and bank balances) and basic financial liabilities (which include creditors) are initially measured at the amount receivable or payable including any transaction costs and are subsequently carried at amortised cost using the effective interest method. Basic financial assets/liabilities, classified as receivable/payable within one year, are not amortised.

# **NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

### **1.7 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.

### **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 trustees. Full membership is open to individuals aged 16 or over who are ordinarily resident in the community. Non-voting youth members and associate members may be admitted in terms laid down in the Articles.

### **4 Taxation**

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

### **5 Trustee Remuneration and Related Party Transactions**

No remuneration was paid to trustees (2021 - none). 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.

Un-remunerated volunteers also assisted with the running of the facilities and out of pocket travel expenses were reimbursed to volunteers.

<b>6 Income from grants and donations</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>		
Grants	6,000	10,486
Donations	17,116	4,890
	<u>23,116</u>	<u>15,376</u>
<b>Restricted funds (note 13)</b>		
Grants	73,757	188,433
<b>Total income from grants and donations</b>	<u><u>96,873</u></u>	<u><u>203,809</u></u>
<b>7 Income from charitable activities</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>		
Rental income and room hire	33,035	1,750
Operation of café	13,694	-
	<u><u>46,729</u></u>	<u><u>1,750</u></u>

## NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022 (continued)

8 Expenditure on charitable activities	2022 £	2021 £
<b>Unrestricted Funds</b>		
Wages	4,499	2,240
Pension contributions	769	100
Supplies for café	4,092	-
Insurance	3,702	503
Travel expenses - volunteers	102	107
Advertising	30	-
Office costs	185	185
Light and heat	15,207	-
Rates	5,200	311
Independent Examiner's fee	1,560	900
Depreciation	1,973	730
Repairs and maintenance	4,477	-
Bank charges	70	-
Penalties	475	-
Other expenses	856	50
	<u>43,197</u>	<u>5,126</u>
<b>Restricted Funds (note 13)</b>		
Wages	21,257	4,398
Travel expenses - volunteers	20	-
Light and heat	576	-
Depreciation	15,061	-
Repairs and maintenance	1,565	630
Legal and professional fees	-	138
Other expenses	380	-
	<u>38,859</u>	<u>5,166</u>
	<u>82,056</u>	<u>10,292</u>

9 Staff costs and numbers	2022 £	2021 £
Salaries and wages	25,756	6,638
Pension contributions	769	100
Total	<u>26,525</u>	<u>6,738</u>
The average number of employees during the year was as follows:		
	2022 Number	2021 Number
Project Coordinator	1	1
Janitor	1	-
	<u>2</u>	<u>1</u>

No employee had benefits in excess of £60,000 (2021 - none).

The key management personnel of the charity comprise the Trustees and Treasurer. The combined cost of the key management personnel was £nil (2021 - £nil).

## NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022 (continued)

## 10 Tangible fixed assets 2022

	Property £	Computer equipment £	Café equipment £	Total £
<b>Cost:</b>				
As at 1 April 2021	675,000	992	1,866	677,858
Additions	78,036	-	4,551	82,587
As at 31 March 2022	<u>753,036</u>	<u>992</u>	<u>6,417</u>	<u>760,445</u>
<b>Depreciation:</b>				
As at 1 April 2021	-	693	734	1,427
Charge for the period	15,061	98	1,875	17,034
As at 31 March 2022	<u>15,061</u>	<u>791</u>	<u>2,609</u>	<u>18,461</u>
<b>Net book values:</b>				
As at 31 March 2022	<u>737,975</u>	<u>201</u>	<u>3,808</u>	<u>741,984</u>

The St David's Centre property was acquired from Fife Council under the Scottish Government Asset Transfer Scheme. The property was revalued, by J&E Shepherd surveyors, on 19 March 2020 and the trustees consider that revaluation to be a fair value of the property as at 31 March 2022. The historical cost of the property at the year end was £192,676 (2020 - £117,814).

## Tangible fixed assets 2021

	Property £	Computer equipment £	Café equipment £	Total £
<b>Cost:</b>				
As at 1 April 2020	-	992	306	1,298
Additions	117,814	-	1,560	119,374
Revaluation	557,186	-	-	557,186
As at 31 March 2021	<u>675,000</u>	<u>992</u>	<u>1,866</u>	<u>677,858</u>
<b>Depreciation:</b>				
As at 1 April 2020	-	546	151	697
Charge for the period	-	147	583	730
As at 31 March 2021	<u>-</u>	<u>693</u>	<u>734</u>	<u>1,427</u>
<b>Net book values:</b>				
As at 31 March 2021	<u>675,000</u>	<u>299</u>	<u>1,132</u>	<u>676,431</u>

## 11 Debtors and prepayments

	2022 £	2021 £
<b>Unrestricted Funds</b>		
Debtors	394	55
Prepayments	<u>1,547</u>	<u>1,408</u>
	<u>1,941</u>	<u>1,463</u>
<b>Restricted Funds</b>		
Debtors	<u>3,000</u>	<u>55,253</u>
	<u>4,941</u>	<u>56,716</u>

## 12 Creditors and accruals

	2022 £	2021 £
<b>Unrestricted Funds</b>		
Trade creditors	1,772	1,582
Accruals	<u>4,025</u>	<u>780</u>
	<u>5,797</u>	<u>2,362</u>
<b>Restricted Funds</b>		
Trade creditors	<u>5,337</u>	<u>2,508</u>
	<u>11,134</u>	<u>4,870</u>

## NORTH EAST FIFE COMMUNITY HUB (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022 (continued)

## 13 Movement in funds 2022

	At 1 April 2021	Income	Expenditure	Transfers	Gains / Losses	At 31 March 2022
	£	£	£	£	£	£
<b>Restricted fund</b>						
St David's Centre	165,740	9,826	(18,512)	-	-	157,054
Clothesline project	868	-	(9)	-	-	859
Life Changes Trust	13,371	-	(13,371)	-	-	-
Community Food Support Scheme	2,798	-	-	(2,798)	-	-
Community Land Week	-	300	(300)	-	-	-
Fife Voluntary Action	-	14,500	(6,667)	-	-	7,833
Commercial Kitchen	-	32,050	-	-	-	32,050
Community Fridge	-	7,615	-	-	-	7,615
Daffodils	-	9,466	-	-	-	9,466
	<u>182,777</u>	<u>73,757</u>	<u>(38,859)</u>	<u>(2,798)</u>	<u>-</u>	<u>214,877</u>
<b>Unrestricted funds:</b>						
Fair value reserve	557,186	-	-	-	-	557,186
General funds	35,074	69,845	(43,197)	2,798	-	64,520
<b>Total funds</b>	<u>775,037</u>	<u>143,602</u>	<u>(82,056)</u>	<u>-</u>	<u>-</u>	<u>836,583</u>

## Movement in funds 2021

	At 1 April 2020	Income	Expenditure	Transfers	Gains / Losses	At 31 March 2021
	£	£	£	£	£	£
<b>Restricted fund</b>						
St David's Centre	1,070	167,512	(2,842)	-	-	165,740
Clothesline project	-	935	(67)	-	-	868
Life Changes Trust	-	14,998	(1,627)	-	-	13,371
Community Food Support Scheme	-	4,988	(630)	(1,560)	-	2,798
	<u>1,070</u>	<u>188,433</u>	<u>(5,166)</u>	<u>(1,560)</u>	<u>-</u>	<u>182,777</u>
<b>Unrestricted funds:</b>						
Fair value reserve	-	-	-	-	557,186	557,186
General funds	21,514	17,126	(5,126)	1,560	-	35,074
<b>Total funds</b>	<u>22,584</u>	<u>205,559</u>	<u>(10,292)</u>	<u>-</u>	<u>557,186</u>	<u>775,037</u>

**Description of restricted fund****St David's Centre**

A grant of £167,512 was received from the Scottish Land Fund and £7,580 from the St Andrews Community Trust to purchase and renovate the St David's Centre building (including legal and professional fees) and to support staff costs. The building was acquired, in the year to 31 March 2021. Under the terms of the purchase agreement, the trustees must continue to use the property for the purposes set out in the Community Asset Transfer application and Fife Council have a Standard Security in place, until 28 February 2026, to that effect. The funding for this project has all been spent by 31 March 2022 but is required to be held in a restricted fund until the expiry of the standard security.

**Clothesline project**

A grant of £935 was received from the Corra Foundation towards the costs of the Clothesline project.

**Life Changes Trust**

A grant of £14,998 was received from the Life Changes Trust Dementia programme towards salary and volunteer costs, resources and overheads.

**Community Food Support Scheme**

A grant of £4,988 was received from Fife Council towards equipment costs and volunteer support. A dishwasher, freezer and microwave were purchased with the assets transferring to unrestricted funds.

**Community Land Week**

A grant of £300 was received from Community Land Scotland towards the cost of the Community Land Week event.

**Fife Voluntary Action**

A grant of £14,500 was received from Fife Voluntary Action towards salary costs to extend the opening hours of the Hub.

**Commercial Kitchen**

A grant of £29,050 was received from Fife Council and £3,000 from the University of St Andrews to purchase equipment to set up a commercial kitchen.

**Community Fridge**

A grant of £7,615 was received from Fife Council towards the purchase of equipment and the running costs of a community fridge.

**Daffodils**

A grant of £9,466 was received from Fife Voluntary Action to run nature based activities for people living with dementia.