### PATCHWORK RECOVERY COMMUNITY SCIO TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Scottish Charity No. : SC050751

### **CHARITY INFORMATION**

### **Trustees**



Charity number

SC050751

Independent Examiner

JRD LLP

11 Portland Road Kilmarnock KA1 2BT

Principal office address

15 Wellington Street

Kilmarnock KA3 1DW

**Bankers** 

Virgin Money 30 The Foregate Kilmarnock KA1 1JH

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### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

The Trustees present their report and independently examined financial statements for the year ended 31 March 2024.

### Structure, Governance and Management

### Constitution

The organisation, which had operated for a number of years as an unincorporated voluntary organisation (without charitable status), was incorporated as a SCIO on 4 February 2021 but activated with effect from 1 April 2021. A copy of the constitution, which deals with the appointment and termination of Trustees and other legal and administrative matters, is available from the Trustees at the principal office address.

### **Recruitment and Appointment of Trustees**

Trustees are appointed in line with the constitution.

As the charities responsibilities have increased considerably in the last year the charity thought it would be best to recruit new members to the Management Committee who could offer new skills.

### **Organisational Structure**

There is currently 1 member of staff, to fulfil the day-to-day responsibilities on behalf of the Trustees, with a view to recruiting further staff as required however this number rose to 5 during the year, and included 2 opportunities for individuals who were Long Term Unemployed.

The charity operates a hierarchical management structure in line with Board policy requirements. The key management personnel during the year were:

Manager Annie Brown (until 31.12.23)

Annie ceased employment due to cessation of related funding and continued her role on a voluntary basis. She was appointed as a Trustee during February 2024.

### Pay Policy for Senior Staff

The pay of senior staff is reviewed annually, if required, by the Board with reference to pay scales for similar organisations within the sector.

### **Objectives**

Patchwork Recovery Community is the only Recovery Community in Ayrshire and we continue to offer support for those not only in recovery but to those who are struggling to find their feet and take the first steps into recovery. We pride ourselves on our inclusivity and the fact that nobody is ever turned away from our door.

Our motto is - "we are all recovering from something".

Patchwork work to engage individuals who are the some of the most marginalised in the community and connect them with services helping them re integrate into society and become valued members of their communities. We do this by delivering 2 distinct work streams and serve both people in recovery from addiction but also people who are still actively using drugs and/or alcohol by delivering drop-in days and evening but also more structured events and meetings.

Patchwork RC also work to address stigma by working with partners across the sectors to develop opportunities for training, volunteering and employment to help kick start and then sustain recovery.

We work with partners to develop a diverse range of activities which includes a substantial outdoor programme and many opportunities to engage socially.

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

### Objectives (continued)

The organisation's purposes are:

- To provide person centred advice and support to help empower those experiencing substance misuse, addiction and mental health issues, encouraging positive choices and relationships within East Ayrshire and the surrounding area.
- To promote recovery through personal development.
- To support individuals to move away from problematic substance abuse / misuse and encourage reconnection with community.
- To encourage and support, those who are ready, to become significant contributors to their local community.
- To create opportunities for personal development and create opportunities for individuals to increase their social networks.
- To reduce the stigma felt by people and the families of people who are living with an addiction problem
  by creating focused opportunities for individuals to be portrayed positively.
- To constantly strive to add to the list of partners we work with and offer hot desking and collaborative spaces.
- Help marginalised individuals to access services.
- To bring about positive change to the lives and families of people affected by addiction through partnership working and a range of Peer Led supports and opportunities.
- To provide a safe, supportive and non-judgemental space where those affected by addiction can access volunteering opportunities, training friendship and support to improve their health and wellbeing.
- To work towards and explore self-sustaining options for Patchwork Recovery Community.

### **Activities**

Patchwork continue to work in collaboration with partners creating new partnerships while developing existing relationships and exploring the potential to work together to share resources, skills, training and ideas.

Footfall continues to rise within the project however resources and capacity are unable to meet this need. Funding cuts in 2023/24 have impacted greatly on the charity's capacity and output.

Volunteers and staff have worked tirelessly and been fully committed to help the charity continue its good work throughout this period however it has been a significant challenge which has been compounded by the lack of a manager in post.

### **Future Plans**

Funding for a new manager is a priority as the board will no longer be in a position to meet the tasks of a manager on a voluntary basis due to their own personal work commitments. If the charity is to move forward into a new phase this will be crucial.

A new 5-year plan will be developed and funding for an independent evaluation will be sought.

A new manager would look at building capacity back to previous levels.

We will continue to move forward and look for innovative ways in which to help some of the most marginalised individuals within our communities.

### **Related Parties**

Refer to note 3 of the financial statements.

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### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

### Risk Management

The Board feels that adequate insurances are in place in respect of the charity's activities. The uncertainty of funding beyond the short-term is a general concern within the voluntary sector, especially due to the current global economic situation. However, we remain very positive about the future of the charity.

### Financial Review

### Reserves policy

The charity would ideally maintain a minimum reserve of up to 6 month's running costs, in line with sector guidelines. The general unrestricted funds balance at 31 March, 2024 was negative £3,745 (2023: £17,788 positive reserves). The main creditor (HMRC payroll taxes) is being repaid under a payment plan (refer to note 1b of the financial statements in terms of our going concern assessment).

### Review of Financial Year

The excess of expenditure over income for the year was £48,651 (2023: £16,267).

A detailed analysis of restricted and unrestricted funds is shown at note 9 to the accounts.

### **Legal and Administrative Information**

### **Trustees**

The following Trustees served as independent volunteer Trustees of the SCIO throughout the financial period unless otherwise noted:





### Independent Examiner

of JRD LLP was appointed as Independent Examiner of the SCIO in respect of these financial statements.

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2024

### Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in Scotland 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 and of the incoming resources and application of resources of the charity for that period. In preparing these 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;
- 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 accounting records that 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 Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution. They 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.

Approved by the Trustees on 16 December, 2024 and signed on their behalf by:



### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PATCHWORK RECOVERY COMMUNITY SCIO

I report on the accounts of the charity for the period ended 31 March 2024, which are set out on pages 2 to 9.

### Respective responsibilities of trustees and examiner

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

### Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and 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

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

### Other matters

I draw attention to the deficit in net assets at the balance sheet date and the related disclosures in the Trustees' Report (Reserves Policy – page III) and the financial statements (note 1b) relating to the SCIO's going concern position.

Ken McCracken B.Acc, C.A

**Chartered Accountant (ICAS)** 

JRD LLP Chartered Accountants 11 Portland Road Kilmarnock KA1 2BT

24 December, 2024

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

Income	Restricted Funds £	Unrestricted General Funds £	Unrestricted Designated Funds £	Total Funds 2024 £	Total Funds 2023 £
Donations, legacies and other Charitable activities Investments	73,533 - -	5,660 2,932	- - -	79,193 2,932 -	91,013 - 41
Total Income	73,533	8,592	<b>V</b>	82,125	91,054
Expenditure					
Costs of raising funds Charitable activities Other	95,103 -	30,125 -	- 250 -	- 125,478 -	74,787 -
Total Expenditure	95,103	30,125	250	125,478	74,787
Net Income/(Expenditure)	(21,570)	(21,533)	(250)	(43,353)	16,267
Capital expenditure	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Net movement in funds	(21,570)	(21,533)	(250)	(43,353)	16,267
Reconciliation of funds Total funds brought forward	18,737	17,788	500	37,025	20,758
Total funds carried forward	(2,833)	(3,745)	250	(6,328)	37,025

An analysis of Income and Expenditure is included at Note 9 to the financial statements.

Expenditure is allocated to the above cost categories on the basis of the accounting policy disclosed at Note 1 (d) to the financial statements.

### **BALANCE SHEET AS AT 31 MARCH 2024**

		202	24	202	23
	Notes	£	£	£	£
Fixed assets Tangible assets	5		250		500
Current assets Debtors Cash at bank and in hand	6 7	2,916 14,804 17,720	-	45,834 45,834	
<b>Liabilities</b> Creditors: amounts falling due within one year	8	(24,298)	-	(9,309)	
Net current assets			(6,578)		36,525
Total assets less current liabilities		=	(6,328)	=	37,025
Funds Restricted income funds Unrestricted income funds: General funds Designated funds	9/10 9/10 9/10	(3,745) 250	(2,833)	17,788 500	18,737
Total unrestricted funds		-	(3,495)		18,288
Total Charity Funds		_	(6,328)	_	37,025

The financial statements were approved by the Trustees on 16 December, 2024 and signed on their behalf by:

Dunja Burke Treasurer/Trustee

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

### 1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

### (a) Basis of preparation

The financial statements are presented in sterling (£) and 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) - (Charities SORP (FRS 102), 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). Patchwork Recovery Community SCIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### (b) Preparation of accounts on a going concern basis

The financial statements have been prepared on a going concern basis which assumes that the charity will continue to operate for a period of 12 months from the date of approval by the Board of Trustees. The charity is reliant on external grant funding and, while the Trustees have no reason to believe that adequate funding will not continue, the charity's ability to continue in business is dependent on being successful in attracting such funding. During the year funding was significantly reduced by a principal funder which led to a shortfall in our required funding. Consequently, the manager's post was terminated (continuing on a voluntary basis as noted in the Trustees' Report). In addition, a number of other posts were terminated during the 2023/24 fiscal year. This also resulted in arrears of HMRC liabilities (note 8) which are currently being settled by way of an agreed payment plan. The current financial position has improved and the Trustees remain positive that the charity will continue as a going concern for the foreseeable future.

### (c) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds which have been set aside at the discretion of the trustees for specific purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or grantor.

Transfers between funds are made at the discretion of the trustees taking into consideration any restrictions imposed on funds.

### (d) Income

All income is included in the statement of financial activities when the charity is entitled to the income, the amount can be quantified with reasonable accuracy and it is probable that the income will be received. The following specific policies are applied to particular categories of income:

Income from donations & legacies is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a special performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Investment income is included when received.

Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

### (e) Expenditure

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

Governance costs includes those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity which are voluntary other than trustees' travelling expenses reimbursed. Although disclosed separately at note 9 governance costs now form part of charitable expenditure (page 2) under the current SORP.

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 1 Accounting policies (continued)

### (f) Fixed assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. Minor additions costing below £500 are not capitalised.

Depreciation is provided at the following annual rates calculated to write off the cost of each asset over its expected useful life which take into consideration expected residual values in accordance with FRS102.

- Computer and Office Equipment

25% on a straight line basis

### (g) Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

### (h) Pension costs and other post-retirement benefits

The company operates a defined contribution scheme for the benefit of its employees. The cost of contributions are written off against profits in the year they are payable.

### (i) Other basic 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.

### (j) 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.

### (k) Debtors

Short term debtors are measured at transaction price, less any impairment.

### (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

### (m) Deferred income

Grants received in advance of the associated work being carried out are deferred only when the donor has imposed preconditions on the expenditure of resources.

2 Staff costs and numbers	2024	2023
	£	£
Wages and salaries	79,320	35,644
National insurance	6,450	2,098
Pension costs	1,417	669
	87,187	38,411

The number of employees during the year was 6 (2023: 4) on a headcount basis.

No employee received emoluments in excess of £60,000.

The charity's key management personnel are detailed in the Trustees' Report and their total employee benefits were £35,006 (2023: £25,451).

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 3 Trustee Remuneration and Related Party Transactions

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year. Other creditors (note 8) includes a loan of £1,500 due to Annie Brown, who served as a Trustee for part of the year.

### 4 Taxation

The SCIO is a registered Scottish charity and no corporation tax liability arises due to all income being exempt.

### 5 Tangible fixed assets

		Fixtures, Fittings and Equipment £	Total £
	Cost At 1 April 2023	1,000	1,000
	Additions	-	
	At 31 March 2024	1,000	1,000
	Depreciation		
	At 1 April 2023	500	500
	Charge for the year	250	250
	At 31 March 2024	750	750
	Net book value		
	At 31 March 2024	250	250
	Net book value At 31 March 2023	500	500
6	Debtors	2024	2023
		£	£
	Accrued grant income	2,916	_
		2,916	=
7	Cash and Bank balances	2024	2023
		£	£
	Bank current account	14,788	45,783
	Cash balance	16	51
		14,804	45,834
		***************************************	

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

8 Creditors : amounts falling due within one year	2024 £	2023 £
	4	
Supplier balances	744	-
Taxation and social security	20,237	7,554
Wages control	129	-
Pension creditor	115	164
Other creditors	2,329	829
Accrued charges	744	762
	24,298	9,309

### 9 Analysis of Net Assets Between Funds

·	Restricted Funds £	Unrestricted General Funds £	Unrestricted Designated Funds £	Total Funds £
Fixed Assets	-	-	250	250
Current Assets	19,084	(1,364)	-	17,720
Current Liabilities	(21,917)	(2,381)		(24,298)
Net Assets	(2,833)	(3,745)	250	(6,328)

Details of Significant Funds:-

### Restricted Funds

The net deficit in restricted funds relates to The Corra Foundation (refer to note 1b).

### <u>Unrestricted General Funds</u>

The deficit is explained in the Trustees' Report.

### **Unrestricted Designated Funds**

This represents the net book value of tangible fixed assets (note 5).

# NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

## 9 Analysis of Statement of Financial Activities

			ealan, Ca	ţ								
		Crisis	Corra			Total Restricted U	Total Restricted Unrestricted		Unrestricted Unrestricted Designated Designated	Jnrestricted Designated		
lange.	Grubs Up project		Foundation Funded	EAC Funded	Funds 2024	Funds 2023	General Funds 2024		Capital Funds 2024	Capital Total Funds Total Funds Funds 2023 2024 2023	otal Funds 1 2024	otal Funds 2023
Oppositions learning and other					i	1	i			i	1	,
East Ayrshire Council				38,283	38,283	31,168				,	38,283	31,168
The Corra Foundation			8,250		8,250	49,500	,	2,475	,		8,250	51,975
National Lottery	7,500	19,500	,		27,000	, } } ,		,			27,000	
						3,000					,	3,000
Neil Hamilton						515						515
Sundry Income					,		660	600	,		660	600
Employment Allowance							5,000	2,098			5,000	2,098
	7,500	19,500	8,250	38,283	73,533	85,840	5,660	5,173			79,193	91,013
Charitable activities Memberships and donations				•			2,932	,			2,932	,
	ı		,				2,932	,			2,932	
Investments Bank interest		ı				ı		4				41
				,				41				41
Total Income	7,500	19,500	8,250	38,283	73,533	85,840	8,592	5,214	1	,	82,125	91,054
Expenditure												
Cost of raising funds					,		1		•			,
Charitable activities: Charitable expenditure	7,500	416	48,904	38,283	95,103	73,502	28,272	i .	3	} .	123,375	73,502
Governance costs	7,500	416	48,904	38.283	95.103	73.502	600 30,125	1,035	250	250	600	600 74.787
Other	•		,	•							ı	
Total Expenditure	7,500	416	48,904	38,283	95,103	73,502	30,125	1,035	250	250	125,478	74,787
Net Income/(Expenditure)		19,084	(40,654)		(21,570)	12,338	(21,533)	4,179	(250)	(250)	(43,353)	16,267
Capital Expenditure	,		,	,	•		•		•		į	•
Transfers between funds				-		,						,
Net movement in funds		19,084	(40,654)	,	(21,570)	12,338	(21,533)	4,179	(250)	(250)	(43,353)	16,267
Reconciliation of funds Total funds brought forward	•	•	18,737	•	18,737	6,399	17,788	13,609	500	750	37,025	20,758
Total funds carried forward	1	19,084	(21,917)		(2,833)	18,737	(3,745)	17,788	250	500	(6,328)	37,025

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

### 10 Income and Expenditure Account

	Natas	202		202	
	Notes	£	£	£	£
Income					
East Ayrshire Council		38,283		31,168	
The Corra Foundation		8,250		51,975	
National Lottery		27,000		-	
Council of Voluntary Organisations		-		3,000	
Donations		2,932		2,172	
Sundry Income		660		600	
Employment Allowance		5,000		2,098	
Bank Interest	-	-	82,125	41	91,05
			02,120		91,00
Expenditure					
Staff costs	2	87,187		38,411	
Sessional costs		-		2,128	
Rent		5,793		5,166	
Water rates		1,059		528	
Insurance		172		618	
Heat and light		4,366		5,293	
Telephone		1,649		109	
Postage and stationery		753		556	
Advertising and promotional costs		_		2,026	
Staff training		4,164		<u>-</u>	
Staff and volunteer expenses		3,846		3,825	
Foodbank project expenses		3,834		3,986	
Group expenses		4,696		4,941	
Repairs and renewals		3,071		1,968	
Equipment purchases		349		<u>.</u>	
Computer running costs		125		190	
Cleaning		225		172	
Sundry expenses		416		3,273	
Subscriptions		389		252	
Independent examiner's fees		600		600	
Payroll bureau		558		405	
Consultancy fees		636		-	
Legal and professional fees		59		30	
Bank charges		-		60	
Interest and penalties	_	1,281		-	
Depreciation	5	250	125,478	250	74,78
					,.
Excess (expenditure/)income for year			(43,353)		16,26