



Strathbrock Community Centre

STRATHBROCK COMMUNITY CENTRE ASSOCIATION

Scottish Charity Number SC 003683

ANNUAL ACCOUNTS 2023 - 24 **(PERIOD 1 APRIL 2023 – 31 MARCH 2024)**

Appendix 1 - Trustees' Annual Report

**Appendix 2 - Statement of Receipts and Payments including statement
of balances and notes to the accounts**

Appendix 3 - Independent Examiner's Report

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Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	04	2023	To	31	03	2024

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

Strathbrock Community Centre

[illegible]

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name

Dates acted if not for whole year

Structure, governance and management

Type of governing document

The Association is a charitable unincorporated association and the purpose and administration arrangements are set out in our constitution.

Trustee recruitment and appointment

Association Trustees are appointed or re-appointed at our Annual General Meeting which is held annually in May. Office bearers are appointed or re-appointed at the first meeting after the AGM.

Objectives and activities

Charitable purposes

The purpose of the charity, as detailed in our constitution, is to assist in the provision of facilities for recreation in the interests of social welfare and with the object of improving the conditions of life of those living in the area of benefit.

Summary of the main activities in relation to these objects

The main activities for the organisation involve providing accommodation and facilities for community groups, developing new educational and social programmes, providing equipment and financial assistance in order that community groups can develop their own programmes.

We also raise funds to meet the costs of maintaining the facility and developing an additional activity programme to meet community needs.

APPENDIX 1

Achievements and performance

Summary of the main achievements of the charity during the financial period

The Centre makes a significant contribution towards building a stronger community by working towards the eight priorities of West Lothian Council. The programmes provide participants with opportunities to learn new skills and develop confidence and self-esteem. The centre has an extensive range of activities and services, with the programme reflecting the changing needs and interests of the local community.

We are committed in maintaining the fabric of, and equipment within, the building. In doing so we provide a pleasant and welcoming environment for all user groups. We have recently put new flooring in one of the meeting rooms, in partnership with the NHS, who shared the cost. New chairs were purchased for GP1. General purpose tables were purchased at a cost of £3,098. The Youth Room has been revamped with new furniture and equipment to the value of approximately £1,800. Two new fridges have been purchased for the coffee lounge area to replace the old ones. The full community centre was redecorated at a cost of £16,086.

A three-week children's programme was funded over the summer months together with an outing to East Links Park in Dunbar.

Strathbrock Community Centre Committee hosted and financed an 'afternoon tea' following the Annual General Meeting which proved to be a great success.

Our seasonal activities continue with the programme steadily increasing. Again, this was provided at a low cost to participants, made possible by subsidies from the management committee.

Broxburn Playgroup were granted donations from Strathbrock Community Centre of £6,200. Donations were also made to *Child in the Rough* (£500) and to our *Highland Society* towards the cost of their 50-year anniversary (£300).

Financial review

Brief statement of the charity's policy on reserves

Unrestricted funds of £50,368 were held at the year-end which the management committee feels is appropriate for us. This is a reduction on previous years where funds were being accumulated to pay for a planned large outlay (see below).

Future expenditure will be dependent on the programme for the coming year, which will be discussed and set by the newly elected office bearers at their first committee meeting of the 2024/25 financial year.

Details of any deficit

A large deficit of £16,977 was encountered for the year. Deficits are rare for the Centre. The main reason for one this year was due to the £16,086 spent on re-painting the Centre. This had been planned for, with resources to pay for it being built up over the past few years.

It is anticipated that we shall return to a normal surplus in the new year.

Donated facilities and services (if any)

We again thank West Lothian Council for meeting the utility costs of the centre and for providing the facility to the trustees at no cost.

We also appreciate the input from partner organisations including Facility Management Services and other organisations across West Lothian that assist us in ensuring that services and activities remain available to the local community. In addition, the commitment of the trustees and volunteers throughout the organisation ensure we provide quality services & activities.

APPENDIX 1

Other optional information

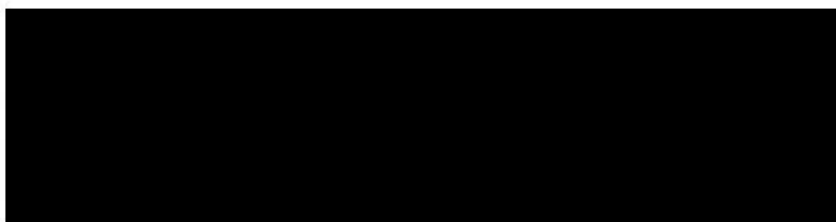
Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)



Position (e.g. Chair)

Chair Person

Treasurer

Date

22/5/24

22/05/24

APPENDIX 2

STRATHBROCK COMMUNITY CENTRE ASSOCIATION

Receipts & Payments Account for the year ended 31st March 2024

		2023-24 Unrestricted Funds £	2023-24 Restricted Funds £	2023-24 TOTAL £	2022-23 Total £
Receipts:	Note:				
Room Lets		19,537	-	19,537	15,595
Lets' Temporary Deposits (refundable)	1	2,900	-	2,900	800
Annual Membership Fees	2	2,316	-	2,316	800
Community Events receipts	3	535	-	535	0
Activity Programme receipts		1,323	-	1,323	0
Interest / cashback	4	-	-	4	3
Donations received		-	-	0	40
Miscellaneous Receipts		-	-	0	180
		<u>26,615</u>	<u>0</u>	<u>26,615</u>	<u>17,218</u>
Sale of Fixed Assets & Investments		0	0	0	0
Total Receipts		<u>26,615</u>	<u>0</u>	<u>26,615</u>	<u>17,218</u>

		2023-24 Unrestricted Funds £	2023-24 Restricted Funds £	2023-24 TOTAL £	2022-23 Total £
Payments:	Note:				
Community Events costs	3	1,611	-	1,611	1,086
Activity Programme costs		5,009	-	5,009	280
Equipment Purchased	4	6,698	-	6,698	1,485
Building Maintenance	5	18,675	-	18,675	139
Insurance		584	-	584	520
Lets' Deposits refunded	1	1,500	-	1,500	0
Donations & Grants Made	6	6,095	1,365	7,460	8,160
Membership (Zoom)		144	-	144	72
Hospitality (Including AGM costs)		1,781	-	1,781	521
Preparation of Accounts		150	-	150	150
Miscellaneous Payments		0	-	0	0
Total Payments		<u>42,227</u>	<u>1,365</u>	<u>43,592</u>	<u>12,418</u>

Surplus / (Deficit) for year	(-15,612)	(-1,365)	(-16,977)	4,805
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	2022-23 Unrestricted	2022-23 Restricted	2022-23 TOTAL	2021-22 Total
Statement of Balances:				
Opening bank balances at 31/03/2023	65,989	1,365	67,354	62,416
Cash in Hand at start	11	-	11	124
Surplus/(Loss) for the year	(-15,612)	(-1,365)	(-16,977)	4,805
Closing balances	<u>50,388</u>	<u>0</u>	<u>50,388</u>	<u>67,345</u>

Bank and Cash in Hand at 31/03/2024:				
Virgin Bank Current Account	50,355	0	50,355	67,334
RBS Treasurer's Account	0	-	0	0
Cash in Hand	13	-	13	11
	<u>50,368</u>	<u>0</u>	<u>50,368</u>	<u>67,345</u>

Notes to the Accounts:

- Lets' Deposits are taken for room bookings and are refunded if all letting rules are followed. A number of bookings are made in one financial year for events to be taken (and deposit refunds made) during the following financial year.
- Annual Membership fees were revised this year to reflect costs, attendee numbers and purpose of individual user groups.
- The main Community Event was the Youth Club outing to East Link Park, Dunbar. Income is not expected to cover costs.
- Equipment purchased included new tables and chairs (£4,743), LED lights (£256), TV (£206), two black leather sofas (£1,099) and fridges (£300).
- The major maintenance cost (£16,085) was in having the Centre repainted. In addition, £970 was the cost of the carpet cleaning contract and £1,470 to replace the flooring in a meeting room.
- As stated in previous years' Statements, the Management Committee decided to distribute (a) the unidentified £8,004 received in error in 2011/2012 and (b) the Covid-19 compensation of £3,360 received from West Lothian Council, to local charities. £1,365 remained undistributed at the start of the 2023-24 year. This was used, in part, to grant £8,200 to the local Pre-School Nursery. Other donations were *Children in the Rough*, granted £800 with £200 given to the *River Kids* charity. Our local *Highland Society* was granted £300. Christmas gratuities amounting to £160 were again given to Centre staff.

APPENDIX 2

STRATHBROCK COMMUNITY CENTRE ASSOCIATION

Current Assets with Book Value (Estimated value)-

(Note: All post-2012 assets are depreciated by 20% per annum i.e. book value written off over 5 years.)

	Year Purchased	Original Cost (£)	2023-24	2022-23
Indoor Bowling carpets (2)	2018-19	1,899	0	400
Wooden coffee tables (4)	2018-19	634	0	127
Infinite desk cupboard	2018-19	191	0	38
Russell Hobbs kettles (6)	2018-19	113	0	23
Russell Hobbs microwave	2018-19	85	0	19
Coat hangers	2018-19	66	0	13
Couch	2018-19	118	0	24
Snap-On poster frames	2018-20	122	24	49
Defibrillator, cabinet & signage	2019-20	1,348	270	539
Kettle (blue)	2019-20	31	6	12
Cupboards for bowlers	2019-20	87	17	35
Window blinds	2019-20	590	118	236
HP Laptop Opp15i3-111594 & bag	2022-23	425	340	425
Samsung TV TU7020 65"	2022-23	539	431	539
TV Trolley & Cover + cables	2022-23	191	153	191
Digital webcam & speaker	2022-23	106	85	106
Sharp Microwave YC-M802U	2022-23	75	60	75
Russell Hobbs Kettle 21401	2022-23	20	16	20
Geepas illuminating kettle	2022-23	17	14	17
Morphy Richards kettle	2022-23	22	18	22
Gopak 5 ft. round folding tables (x3)	2023-24	914	914	0
Contour 25 Plus folding tables (x15)	2023-24	2,185	2,185	0
Blue PU chrome stacking chairs (x20)	2023-24	1,296	1,296	0
Algotar Crystal LED table lamps (15)	2023-24	180	180	0
Hiseene 40A4ktuk TV	2023-24	206	206	0
Gaming chairs, Racing style high back (x2)	2023-24	100	100	0
MiniSun Std Lamp + shelves & LED light (x2)	2023-24	76	76	0
KAIHAOWIN square folding game table	2023-24	99	99	0
KAIHAOWIN folding 4 chair set	2023-24	149	149	0
Uoleaiko large felt board tiles + pins (x2)	2023-24	51	51	0
Logic LUC50W23 fridges (x2)	2023-24	300	300	0
HAITANG Vintage large wall metal clock	2023-24	30	30	0
Black leather sofas (x2)	2023-24	1,099	1,099	0
			8,237	2,909

Current Assets with NIL Book Value -

	Year Purchased	Original Cost (£)
Poster holders	2014-15	511
Shelving	2014-15	468
Storage boxes	2014-15	48
Tables	2015-16	681
Notice boards	2015-16	330
Balloon pump	2015-16	31
Tea urns (x2)	2016-17	137
Cookmaster cooker	2016-17	980
Teapots & stands (x2)	2016-17	42
Disco light	2016-17	116
Table & chair covers	2017-18	240
Additional crockery	2017-18	130
Suggestion box	2017-18	24

Investments - None

0 0

Liabilities - None

0 0

Contingent Liabilities - Cash to be distributed to local charities (see note 6)

0 1,365

There were no transactions between the charity and the trustees (or connected persons) during the year.

Approved by the Trustees on 15th May 2024 and signed on their behalf

[Redacted signature area]

**Report to the
trustees/members of**

**Registered charity
number**

**On the accounts of the
charity for the period**

Set out on pages

Independent examiner's report on the accounts

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STRATHBROCK COMMUNITY CENTRE ASSOCIATION

SC003883

Period start date				Period end date		
Day	Month	Year		Day	Month	Year
1 st	April	2023	to	31	March	2024
1 - 2						

**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) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 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 9 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.

Signed:

Name:

Date:

14th May 2024

**Relevant professional
qualification(s) or body
(if any):**

Member of the Chartered Institute of Bankers in Scotland (MCIBS)

Address:

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose

None