

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
Period start date				Period end date			
	Day	Month	Year		Day	Month	Year
From	01	April	2021	To	31	March	2022

Reference and administration details

Charity name

Other names charity is known by

Registered charity number

Charity's principal address

Tannochside Information & Advice Centre

SC010645

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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 charity was set up as an unincorporated entity, governed by constitution on 25 March 1987,

Trustee recruitment and appointment

The Charity is directed by a management committee who appoints Chairperson, Secretary and Treasurer and may co-opt up to 3 members if deemed necessary to the following AGM

Objectives and activities

Charitable purposes

The purpose of the charity is to promote the inhabitants of Viewpark, Fallside, Tannochside, Birkenshaw and the surrounding areas without distinction of political, religious or other opinion by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and provide facilities in the interest of social welfare, by supplying information, advice and assistance with the objects of improving the conditions of life for the said inhabitants.

Summary of the main activities in relation to these objects

Covid-19 continued to have an impact on the service but the restrictions on the service providing face to face advice have been lifted completely and we have started to get back to normal. We are back open to the public full time with a mix of drop in and appointments for face to face advice and continue to provide telephone and email advice for those unable to get in to see us. Our home visits have started again for the housebound as well.

APPENDIX 1

Achievements and performance

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

Keeping the service going is an ongoing challenge, we are continually applying to different funders to enable us to provide a much needed service. We are thankful to the funders for the help that they give us as every penny helps to keep the doors open.

Our volunteers are, as always, the backbone of the service, freely giving their time to give advice or to contribute to the management of the charity, and for this they have our thanks.

Financial review

Brief statement of the charity's policy on reserves

At 31 March 2022 the charity held £28,694 which the Trustees are of the opinion that this is an adequate level of reserves held.

Details of any deficit

Donated facilities and services (if any)

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)	<div></div>	
Full name(s)	<div></div>	
Position (e.g. Chair)	Chairman	
Date	22/12/2022	

Tannochside Information & Advice Centre

SC010645



Receipts and payments accounts						
For the period from	Period start date			to	Period end date	
	Day	Month	Year		Day	Month
	1	April	2021		31	March

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations		45,554			45,554	23,230
Legacies					-	
Grants		5,074			5,074	20,633
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	-	50,628	-	-	50,628	43,863
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	-	50,628	-	-	50,628	43,863
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities		48,394			48,394	47,698
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	-	48,394	-	-	48,394	47,698
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	-	48,394	-	-	48,394	47,698
Net receipts / (payments)	-	2,234	-	-	2,234	(3,835)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	-	2,234	-	-	2,234	(3,835)

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year		24,859			24,859	28,694
	Surplus / (deficit) shown on receipts and payments account		2,234			2,234	(3,835)
						-	
						-	
	Cash and bank balances at end of year	-	27,093	-	-	27,093	24,859
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-

	Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments				
		Total	-	-

	Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets					
		Total	-	-	-

	Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities				
		Total	-	-

	Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees
on behalf of all the trustees

Signature

Print Name

Date of
approval

			23/12/22

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

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Type of activity or project supported	Individual / institution	Number of grants made	£
		Total	

<p>If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)</p>	
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Authority under which paid	£

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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	Number of trustees	£

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

APPENDIX 2



Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments	-				-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	-	-	-	-	-	-
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	-	-	-	-	-	-
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
Surplus / (deficit) for year	-	-	-	-	-	-

Nature and purpose of funds

Independent Examiner's Report to the Trustees of Tannochside Information & Advice Centre

I report on the accounts of the charity for the year ended 31 March 2022

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. The charity trustees consider that the audit requirement

of Regulation 10(1) (d) of the 2006 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 2006 Accounts Regulations.

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.

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

•
to prepare accounts which accord with the accounting records and comply with
Regulation 9 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.



Date

22/12/22