

LINKTOWN COMMUNITY ACTION CENTRE

# PHILP HALL

Scottish Charity No SC020295

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ANNUAL REPORT  
&  
FINANCIAL STATEMENTS  
2023 - 2024

REGISTERED CHARITY NUMBER SC020295

LINKTOWN COMMUNITY ACTION CENTRE

REGISTERED CHARITY NUMBER SC020295

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For the Year Ended 31st March 2024

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## LINKTOWN COMMUNITY ACTION CENTRE

REGISTERED CHARITY NUMBER SC020295

Linktown Community Action Centre - Information  
for the Year Ended 31st March 2024

STATUS - The Linktown Community Action Centre was established in 1991. We moved to the Philp Hall in Links Street, Kirkcaldy, March 2013 following the purchase of the building from Fife Council.

It is governed by its Constitution and its affairs are managed by a Management Committee.

OBJECTIVES - The objectives are to promote the benefits of the Local community by:

- a) giving advice and guidance to Organisations and Community Groups.
- b) associating Voluntary Organisations, the Local Authority, Statutory Providers, and the Community in common effort to advance Education, to provide facilities in the interest of social welfare, for recreation and leisure time occupation and to act as an advisory body in the provision of such facilities.
- c) fostering a community spirit for the achievement of the above and other such purposes as may by law be Charitable.

CHAIRPERSON

[REDACTED]

TREASURER

[REDACTED]

COMMITTEE MEMBERS

[REDACTED]

DEVELOPMENT WORKER

[REDACTED]

FIFE COUNCIL APPOINTED  
REPRESENTATIVES -

[REDACTED]

[REDACTED]

CO-OPTED MEMBER

[REDACTED]

## LINKTOWN COMMUNITY ACTION CENTRE

REGISTERED CHARITY NUMBER SC020295

Management Committee Report  
for the Year Ended 31st March 2024

### CHAIRMAN

I am pleased to be able to introduce the Linktown Community Action Centre's 2024 Annual Report. Linktown & Inveriel is designated a neighbourhood development planning area and our priority is to improve support to vulnerable adults and families. This culminated in the introduction, with the assistance of a Fife Council 'Warmer Space Grant', a Community Hub designed around working with community partners and Local Tenant and Residents groups to provide a safe warm space where local people can access tea/coffee and a hot snack along with welfare support. This initiative confirms the Philp Hall as the focal point in the Linktown and Inveriel Communities.

The Management Committee are committed to continuing in providing a wide range of Educational, Health and Recreational activities for children, young people and adults,

We continue to receive the help and support of the Management Committee and from the elected members of Fife Council - [REDACTED] and [REDACTED] along with co-opted member [REDACTED]

[REDACTED] has also recently taken over as our Link Officer from Fife Council's Community Learning & Development Service and we look forward working together to deliver services we can identify in meeting the needs of the people of the area, as part of our Service Level Agreement.

### TREASURER

I would like to submit the Linktown Community Action Centre's Income and Expenditure Account and Balance Sheet for the Year End to the 31st March 2024 for the approval of the Management Committee.

The End of Year Accounts for 2023/2024 show a deficit of £336.53 leaving us with a total Reserve Balance of £26,433.11.

Fife Council continues to provide Recurring Grant Funding amounting to £27,521.00 for the financial years 2024/25.

LINKTOWN COMMUNITY ACTION CENTRE  
REGISTERED CHARITY NUMBER SC020295

Development Worker's Report  
for the Year Ended 31st March 2024

The Linktown Community Action Centre is an Organisation with a long track record and experience in the delivery of community facilities. This has ensured that we have created a vibrant community focal point in the Philp Hall, while making a valuable contribution and actively engaging in the Linktown and Inveriel Neighbourhood Development Plan, along with Fife Council's Plan for Fife and Fife's Joint Health Improvement Plan.

The Centre provides for improved health and well-being by linking with NHS Fife in the provision of a Baby Immunisation service. We also support all ages in physical activity, including Ballroom Dance, Karate and Keep Fit classes.

The Centre provides opportunities for children young people through its Youth Clubs in facilitating partner approaches to access community-based wellbeing.

The Centre provides recreational activities through Craft and Women's Groups, Art Groups there is also an Older Chinese Peoples' Lunch Club

The Centre provides support and advice to individuals and Community Organisations linking Local Councilors, Statutory Organisations and Charitable Bodies.

The Centre is active in promoting Community and Fund-Raising events, to include all the Local groups operating in the area.

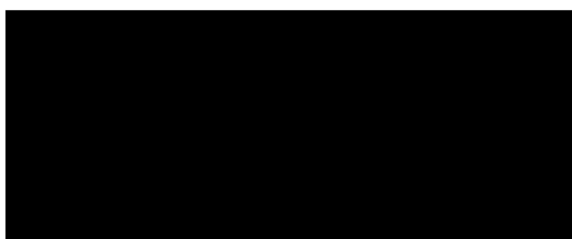
The Centre works to bring together Tenants & Residents groups and Statutory Organisations working in Linktown, Forthview and Inveriel through its weekly Community Hub to benefit the people of these areas.

The Centre has links with several Fife Council Services including, Housing Service, Community Safety and Community Learning and Development.

The Centre is proactive in the development of identified need, in an area of deprivation, strengthening local democracy and self-determination. Its aims and objectives are to diminish social exclusion and enhance community learning.

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Report approved by the Committee on Tuesday 16<sup>th</sup> July 2024 and signed on their behalf:



Independent Examiner's Report on the Accounts  
for the Year Ended 31st March 2024

Respective Responsibilities of the Committee and Independent Examiner.

The Charity's Committee are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The Management Committee consider that the audit requirements of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 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 the Regulation 11 of the 2006 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 explanation from the Management Committee concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and I do not express an audit opinion on the accounts.

Independent Examiner's Statement.

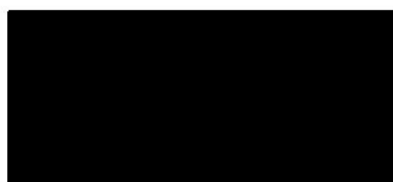
In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements :

to keep the accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and

to prepare accounts which accord with the accounting records and comply with regulation 9 of the 2006 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.



Halifax/Bank of Scotland  
1 Viewforth Avenue  
Kirkcaldy.  
KY1 3BL

Date 23-6-24

LINKTOWN COMMUNITY ACTION GROUP  
REGISTERED CHARITY NUMBER SC020295

Income and Expenditure Account  
for the Year Ended 31st March 2024

<u>INCOME</u>	<u>2022/2023</u>	<u>2023/2024</u>
FIFE COUNCIL GRANTS	£25,447.00	£26,719.00
WARMER SPACES GRANT	£0.00	£4,050.00
SCOTTISH COMMUNITY DRAMA	£950.00	£950.00
FFOTRA	£250.00	£0.00
MAJORETTES	£865.00	£0.00
KEEP FIT GROUP	£264.00	£252.00
HALL HIRE	£875.00	£1,410.00
WALKER MOTORS	£2,400.00	£2,400.00
BOXING RECHARGE	£0.00	£600.00
BALLROOM DANCE CLASSES	£870.00	£1,040.00
ART LINKS	£670.00	£400.00
LINKS MARKET	£800.00	£850.00
KARATE	£1,040.00	£1,300.00
CORRA EVENT	£300.00	£0.00
NHS IMMUNISATION	£2,100.00	£2,970.00
DONATIONS/FUNDRAISING	£500.00	£0.00
CLLRS/MSP SURGERIES	£0.00	£150.00
TENANTS & RES GROUPS	£128.00	£262.00
LADIES PROBUS (CRAFT)	£330.00	£320.00
RAITH ART GROUP	£210.00	£592.00
CHINESE OLDER PEOPLE	£200.00	£240.00
CHRISTMAS HAMPERS	£2,000.00	£0.00
LINK HOUSING	£0.00	£75.00
PHOTOCOPYING	<u>£0.00</u>	<u>£20.00</u>
TOTAL INCOME	£40,199.00	£44,600.00

LINKTOWN COMMUNITY ACTION GROUP  
REGISTERED CHARITY NUMBER SC020295

Income and Expenditure Account  
for the Year Ended 31st March 2024

<u>EXPENDITURE</u>	<u>2022/2023</u>	<u>2023/2024</u>
DEV. WORKERS SALARY	£19,248.46	£19,248.60
CLEANERS SALARY	£5,077.80	£4,356.42
TRAVEL EXPENSES	£123.00	£150.00
ADMINISTRATION	£432.00	£444.00
TELEPHONE/INTERNET	£906.09	£1,335.62
INLAND REVENUE	£4,641.38	£6,203.41
MAINTENANCE/EQUIPMENT	£1,812.87	£982.54
CLEANING	£458.26	£703.06
PRINTING / STATIONERY	£267.42	£446.72
INSURANCE	£926.63	£1,075.04
POSTAGE	£27.38	£20.50
AUDIT FEES	£150.00	£160.00
ELECTRICITY	£1,445.23	£2,619.34
GAS	£5,981.76	£5,624.43
COMMUNITY HUB	£0.00	£895.09
BOXING CLUB	£0.00	£671.76
ENTERTAINMENT LICENCE	£160.00	£0.00
CORRA EVENT	£216.19	£0.00
CHRISTMAS PANTO	£536.28	£0.00
FIFE CHARITIES (EAST LINKS)	£480.00	£0.00
CHRISTMAS HAMPERS	<u>£2,245.50</u>	<u>£0.00</u>
TOTAL EXPENDITURE	£45,136.25	£44,936.53



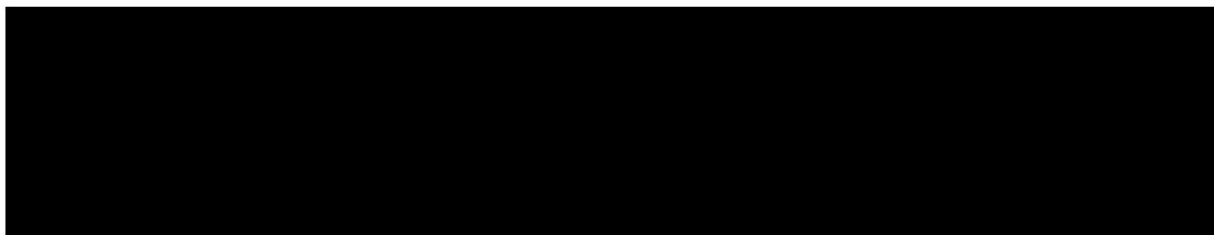
LINKTOWN COMMUNITY ACTION CENTRE  
REGISTERED CHARITY NUMBER SC020295

Balance Sheet  
for the Year Ended 31st March 2024

	<u>2022/2023</u>	<u>2023/2024</u>
TURNOVER	£14,752.00	£13,831.00
Other Operating Income (Fife Council Grants)	<u>£25,447.00</u>	<u>£30,769.00</u>
TOTAL INCOME	£40,199.00	£44,600.00
Admin Expenses	<u>(£45,136.25)</u>	<u>(£44,936.53)</u>
 SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR	 (£4,937.25)	 (£336.53)
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RESERVES		
Balance Brought F/W	£31,706.89	£26,769.64
 Operating Surplus/(Deficit) for the Year	 (£4,937.25)	 (£336.53)
 Balance Carried Forward	 £26,769.64	 £26,433.11

The 'Notes to the Accounts' on page 8 form an integral part of these accounts

Approved by the Committee on Tuesday 16<sup>th</sup> July 2023 and signed on their behalf:



LINKTOWN COMMUNITY ACTION CENTRE  
REGISTERED CHARITY NUMBER SC020295

Notes to the Accounts  
For the Year Ended 31st March 2024

1. Basis of the Accounting

These accounts have been prepared on the Receipts and Payments (Income and Expenditure) basis in accordance with the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and Purpose of Funds

Grants Received (with the exception of Restricted Funds), Generated Income and Fund-Raising money may be used at the discretion of the Management Committee in furtherance of the objects of the Charity.

3. Related Party Transactions

The Centre's Insurance Policy includes the Management Committee of the Linktown Community Action Centre, each of whom is separately the Insured.

No remuneration was paid to any Member of the Management Committee or to any connected person during the year; Traveling Expenses were paid in settlement of personal outlays.

4. Governance Costs

Independent Examiner's Fee was £160

5. Balances	<u>2022/2023</u>	<u>2023/2024</u>
Current Account	£28,219.30	£27,328.91
Cash On Hand	<u>£144.09</u>	<u>£39.83</u>
	£28,363.39	£27,368.74
Liabilities (Un-cashed Cheques)	<u>(£1,593.75)</u>	<u>(£935.63)</u>
Balance Carried F/W	£26,769.64	£26,433.11

6. Reserves Policy

The Centre's Reserves includes approx. 6 Months Normal Running Costs.