

Basics Trust

Scotland · Charity number SC026791

Details

Status	Active
Legal form	Trust (founding document is a deed of trust) (other than educational endowment)
Registered	1997-05-13
Register	View on the OSCR register

Contact

Address	10 Canalside Ratho Newbridge Midlothian EH28 8JS
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Activities

Activities: 'It makes grants, donations, loans, gifts or pensions to individuals','It carries out activities or services itself'

Purposes: 'the advancement of education','the advancement of religion','the advancement of citizenship or community development'

What the charity does: BASICS Trust aims to improve life for local people through its initiatives - the Open Door and the BUSY Project. The Open Door is a community café, serving drinks, home baking and light meals at affordable prices, four days a week. It provides much-appreciated space for all to meet, chat and make friends. It is staffed and managed by volunteers. Funds raised support the work of the BUSY Project. The BUSY Project aims for all young people to thrive and have hope at the heart of a community that values them. It runs lunch clubs and well-being groups in school, and out of school activities such as youth club and trips during school holidays. BUSY enables young people to recognise and develop their abilities, so they grow in confidence. social skills, and self-esteem. It welcomes young people from all walks of life, of any faith or none, and encourages them to ask big questions about their world, themselves and the role of faith in their lives.

Beneficiaries: 'Children or young people','Older People','No specific group, or for the benefit of the community'

Objectives: a) the advancement of the Christian Religion in Scotland. b) to promote the benefit of the inhabitants of Uphall and Broxburn and their environs, by providing, or assisting in the provision of, facilities (specifically premises equally accessible to all people irrespective of sex, sexuality, disability, language, political or religious persuasion, criminal antecedents or any other possibly distinguishing feature, in which a caring environment is created and made available) in the interests of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants..! c) to

advance the education of young people under the age of twenty one years in Uphall and Broxburn and their environs ('Young People'), particularly those alienated from established statutory other voluntary organisations, with particular emphasis on the prevention of crime and anti-social behaviour by, such Young People. d) to provide or assist in the provision of recreational facilities for Young People in the interests of social welfare so as to improve their conditions of life and to assist in developing their physical, mental and spiritual capacities so that they may grow to full maturity as individuals and members of society and e) such other purpose as the Trustees shall decide, provided always that that purpose shall remain a recognised charitable purpose.

Geography

- **Main operating location:** West Lothian
- **Geographical spread:** A specific local point, community or neighbourhood

Finances

Period end	Income	Expenditure	Assets	Employees
2026-03-31	£39,822	£24,999	-	1
2025-03-31	£39,534	£39,048	-	0
2024-03-31	£29,253	£32,871	-	1
2023-03-31	£37,651	£38,737	-	1
2022-03-31	£39,998	£38,310	-	1
2021-03-31	£43,836	£31,475	-	1

Accounts

THE BASICS TRUST

Brothers and Sisters in Christ's Service

Registered Scottish Charity No: SC026791

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2026



Reference and Administration Details

Charity Name: The BASICS Trust

Charity Registration Number: SC026791

Charity's principal address: The Open Door
28 East Main Street
Uphall
West Lothian
EH52 6HY

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

Mrs Christine Turnbull
Mr Ian Forbes
Mr Wilson Smith
Mr David Wilkie
Mrs Susanne Wilson
Mr Andrew Wong

Office-bearers

Chairperson: Mrs Christine Turnbull
Treasurer: Mrs Susanne Wilson

Independent Examiner: Mr Alex Brown
2 Beechwood Park,
Uphall Station,
West Lothian.
EH54 5QQ

Bankers

Bank of Scotland 54-55 The Centre, Livingston, West Lothian. EH54 6NB	Barclays Bank Leicester LE87 2BB
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Trustees' Annual Report for the Year Ended 31st March 2026

Structure, Governance and Management

Governing Document

The charity is administered in accordance with the terms of the Declaration of Trust dated 13th May 1997.

Recruitment and Appointment of Trustees

Trustees can be appointed as and when required at meetings of the Trustees, with no fixed term of office.

Organisational Structure

The Trustees have responsibility for two areas of operation - the Open Door café and the BUSY Project youth work organisation. The Trustees also have responsibility for the upkeep and maintenance of property i.e. the Open Door, at 28 East Main Street, Uphall, as this is owned by the trust. The Trustees meet two or three times per year.

The Open Door is managed by the Trustees through delegation to a Management Team who exercise responsibility for running the day to day affairs of the Open Door. The Open Door Management Team currently comprises five volunteers who routinely meet once a month. One member of the management team is also a trustee.

The BUSY Project (full title – the Broxburn, Uphall and Strathbrock Young People's Project) is a youth work organisation run with the support of local churches; Broxburn and Uphall Parish Church, Uphall South Parish Church and King's Church West Lothian, and in association with SU Scotland. The trustees delegate the management of the youth work to a team consisting of representatives from the participating churches and from SU Scotland. Currently this team includes two trustees. The BUSY management team met eight times during the year under review, for the purposes of engaging a new youth worker and to manage the detail of youth work activities, communications and finances.

The BUSY Project youth worker is employed by the BASICS Trust through SU Scotland's Associate Worker programme. This arrangement means SU Scotland provides support with payroll, line management and training for the youth worker, and training for the volunteers and trustees. In addition SU Scotland provides the framework and processes for Child Protection, including the vetting of staff and volunteers through Disclosure Scotland.

Trustees' Annual Report Continued

Objectives and Activities

Charitable Purposes

The charitable purposes of BASICS Trust are:

- * the advancement of the Christian Religion in Scotland
- * improving the conditions of life for the inhabitants of Uphall, Broxburn and the surrounding areas, through the provision of premises with a caring environment, in the interests of social welfare, through recreation and other leisure-time occupation.
- * the advancement of education of young people under the age of 21 years, in Uphall, Broxburn and the surrounding areas, with particular emphasis on the prevention of crime and anti-social behaviour by such young people.
- * improving the conditions of life for young people under the age of 21 in Uphall, Broxburn and the surrounding areas, in the interests of social welfare and to assist in their development to full maturity as individuals, and as members of society .
- * such other purpose as will aid in achieving the above.

Trustees' Annual Report Continued

Summary of Main Activities

The Open Door

The Open Door aims to satisfy the purposes of the Trust of improving conditions of life for local people, by providing premises with a welcoming, caring environment. The aim includes improving the quality of life for elderly and vulnerable people in Uphall and Broxburn, especially by meeting needs of loneliness and social isolation.

The Open Door is situated at 28 East Main Street, Uphall. It is a community facility, open and available to everyone regardless of age, faith or background. During the day, it is open for coffees, teas, baked goods and light meals. It is staffed entirely by volunteers.

Outside of these cafe hours the premises are regularly used by local groups for meetings or event and, at times, by the BUSY Project for youth work.

The successful trading of the Open Door, along with donations from café customers, contributes to the funding of The BUSY Project.

The BUSY Project

The BUSY Project wants to see young people thrive, and have hope, at the centre of a community that values them.

BUSY works with young people in school and in the community. BUSY activities provide a nurturing environment where all present feel safe and are encouraged to take part when they feel comfortable doing so.

The BUSY Project also works closely with SU Scotland, encouraging young people to take part in weekend and mid-week camps by providing subsidised places along with BUSY leaders at nominated events. These events give young people a superb holiday experience and provide a simple introduction to the Christian faith.



^ Card games at lunchtime in Broxburn Academy

Trustees' Annual Report Continued

Achievements and Performance

The Open Door

The Open Door cafe continued to operate four days a week throughout the year, maintaining its regular, loyal clientele alongside a good number of new customers. The average number of customers per week has remained fairly constant, with the cafe appealing to people looking for a safe, social space in which to share a cuppa and a conversation. Also with the cost of living increasing significantly for many people, the Open Door offers food and drinks at the lowest possible prices. Customers are very appreciative of this place to meet with their friends and to make new acquaintances.

Most days the number of volunteers on the rota is three, which allows for the best possible service and gives volunteers a chance to chat with customers alongside serving their drinks.

Sale of general greetings cards with a Christian focus continued to be an important service of outreach to Christians in the local community, all year round, but especially over the Easter and Christmas periods. The cards have been supplied by the Faith Mission bookshop in Dunfermline on a sale or return basis.

The jigsaw exchange has continued throughout the year with jigsaws still being a popular pastime. The initiative raised £200 directly for the BUSY Project and continued to attract a good number of repeat customers.

For a third year, Christmas Afternoon Tea was provided in the Open Door, exclusively for local pensioners. This event was funded by West Lothian Council's Pensioners' Christmas Fund and again proved very popular. It allowed the Open Door volunteers to serve sandwiches, cakes, mince pies and hot drinks to a total of 40 local pensioners.

The Open Door has become increasingly popular with local groups looking for a welcoming, comfortable venue in which to meet and has been regularly used for Craft and Chat, Book Group, Church of Scotland Guild, Mums and Babies Story Time, Filling Station worship nights, and most recently for meetings of Uphall Community Council. No charge is made to these groups, but all are happy to make donations towards the running of the premises.

The BUSY Project

Just prior to the start of this year, the BUSY Project's youth worker, Hannah, after 10 years of working for the Trust, left to move on to another position. Kieran the sessional youth worker also left at the very start of the year and the BUSY Project was therefore in the position of looking to recruit a new worker.

This process took several months, but after a successful recruitment campaign over summer 2025, a new youth worker was appointed. This was Artem, who brought experience of Christian youth work with churches in Ukraine and Germany, along with technical skills, fresh ideas and lots of energy to this role.

In the period of time between Hannah leaving and Artem being appointed, BUSY youth work events and activities were led by the team of regular BUSY volunteers. This meant a good continuity of relationship with the project's young people and also continued communication with staff of the local secondary school, an important factor in identifying and meeting the needs of local young people.

Trustees' Annual Report Continued

Regular BUSY activities:

Activities which ran throughout the year during school term times consisted of :

- * Thursday Drop In at lunch time in Broxburn Academy, offering games and snacks - the group is designed to help young people socialise. Approximately 20 young people from all stages of secondary school attend each week. They say they enjoy the quiet area to hang out in at lunch times.
- * Friday Youth Club every week in Uphall South Church Hall, attracting up to 30 young people, to play electronic or board games, craft activities and pool. The emphasis continues to be very much on encouraging young people in the development of social skills and healthy peer relationships.
- * New wellbeing groups run for targeted small groups of young people, during school time
- * a Leadership development group, again run in class time, with the aim of equipping a small group of pupils to run their own weekly lunchtime club in school

Residential events:

The BUSY Project encouraged their young people to participate in residential events run by SU Scotland.

In February 2026, a group of eleven young people, along with BUSY volunteer leaders, attended a weekend break at Lendrick Muir. Many of these were attending their first weekend away with BUSY and responded very positively to worship sessions and to bible based discussion.

Places at this camp were heavily subsidised by the BUSY Project to allow BUSY young people the chance to participate, when they otherwise would not have been able to.



BUSY outings to Deer Park 10 pin bowling and Edinburgh's Winter Wonderland

Trustees' Annual Report Continued

Other BUSY events and activities:

- * Easter Buzz - events during the Easter school holidays 2025, included Study Space, a quiet time in the Open Door for exam revision and Friday youth club
- * Summer Buzz - the summer 2025 programme included a visit to Magnitude festival - 2 BUSY young people joined a group from King's Church Edinburgh, under canvas at this highly impactful Christian worship event
- * October holidays - outing to Deer Park for 10 pin bowling, enjoyed by a dozen young people and four leaders
- * Christmas - BUSY young people returned to the Edinburgh Christmas Wonderland for an afternoon of ice skating, carnival rides and Christmas market shopping, followed by food at MacDonalds. As in previous years, this trip attracted more than 20 young people.

Thank You

The activity described in this annual report was the result of a great deal of time and effort on the part of many volunteers. The trustees wish to record their thanks to all management team members, volunteers and supporters for their commitment to the continuing work of the BASICS Trust.

Trustees' Annual Report Continued

Financial Review

Overall the BASICS accounts show a surplus of £14,823 for the financial year under review. The Open Door café traded at a surplus of £1,994 (unrestricted). On the BUSY account, a surplus of £12,728 has arisen mainly as a result of a £6,000 grant awarded by SU Scotland and a generous donation of £3,324 from Broxburn and Uphall Parish Church (restricted for youth work).

The BUSY Youth Work account will have a starting balance of £18,724 to fund youth work in the coming year.

Income

Total income for the Open Door was £13,845. This included £10,682 generated by the trading operations of the cafe and £812 from the sale of greetings cards. The remaining income comprised donations of £2,016 from customers and other supporters, bank interest of £101, and finally a grant from West Lothian Council, for the annual Pensioners' Christmas tea, of £234.

Total income for the BUSY Project was £25,977. £8,565 of this was donated by local supporters through regular standing orders and one-off donations, with the addition of £2,375 tax reclaimed through Gift Aid. £6,084 was contributed by local churches supporting the BUSY Project and £319 was generated through fund raising activities. A grant of £6,000 was received from SU Scotland funding additional hours of youth work and youth work resources. The sum of £1,502 was collected in payments towards youth work outings and SU camps. Finally, this year there was a refund from HMRC of £1,132 representing repayment of an income tax refund paid out in the previous financial year.

Expenditure

Total expenditure of the café was £11,750 for the year. £4,324 was spent on buying in stock; £3,420 in food for the cafe and £904 in greetings cards purchases. The largest element of overhead expenditure during the year was the utilities bills, which totalled £3,850, with property and public liability insurances costing £1,774 and a licence for playing music £634. Telephone and broadband costs were £332. Purchase of equipment along with repairs and maintenance costs amounted to £799. Finally there were bank charges of £37, introduced by the bank for the first time this year.

Gas and electricity costs were maintained at the same level as last year, as they are on a three year fixed tariff. This will need to be reviewed when the contract comes to an end in December 2026.

The cost of running the BUSY Project for the past year was £13,249 with the majority of this, £8,056, representing the costs of employing the youth worker. This figure is much less than that in the previous year as there was a period of seven months when BUSY had no paid youth worker. The annual SU Scotland admin fee amounted to £2,004. Other office, printing, telephone and miscellaneous costs totalled £642. Costs directly associated with running youth work activities amounted to £1,448, with a further £1,099 used to subsidise sending young people to SU Scotland camps. The BASICS Trust insurance policies have been reviewed this year, and where there had been two in place, there is now just one to cover all activities of the cafe and youthwork. The full premium for this has been taken from the Open Door account.

Trustees' Annual Report Continued

Balances as at 31/03/26

Open Door Trading Account (unrestricted) - £19,042

Property a/c for Repairs & Renewals (unrestricted) - £8,448

Busy Project Youth worker Account (restricted) - £18,724

Total in all accounts - £46,214

Donated Facilities and Services

The Open Door thrives through the tremendous efforts of its team of volunteers who give generously of their time to cook, clean, tidy and look after customers during the cafe's regular opening hours. We are extremely grateful to these people.

The BUSY Project, also, relies on a team of dedicated youth work volunteers to support all planned events and activities. In another year of personnel changes for the BUSY Project, the support of these volunteers has been vital to the continuity of the youth work offering in the local community. We are very grateful for this support. Also thanks go to Broxburn Academy and to Uphall South Church for allowing the use of their premises; classrooms and church halls respectively, in which to run youth work activities.

Reserves Policy

It is the policy of the Trustees to maintain a balance of at least £8,000 in the property account, in order to cover any unforeseen emergency repairs that may be required to the Open Door premises.

In addition, it is the aim to maintain a balance equal to six months' running costs of the Open Door and the BUSY Project in the BASICS accounts. Six months' running costs amount to approximately £6,000 for the Open Door and £15,000 for youth work.

As at the end of this year, BASICS Trust hold reserves in excess of this amount. It is the intention of the trustees to prioritise these funds to continue to support the BUSY Project youth work in the year ahead.

Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

Mrs Christine Turnbull 

Chairperson

Date 

Independent Examiner's Report to the Trustees of The BASICS Trust

I report on the accounts of the charity for the year ended 31st March 2026, which are set out on pages 13 to 18.

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 (as amended). 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 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

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.

Name Alex Brown

Address: 2 Beechwood Park,
 Uphall Station,
 West Lothian.
 EH54 5QQ

Signed *Alex. M. Brown*

Date *20th June 2026*



BASICS Trust

Enter SC No. below

SC026791

Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2025		31	March	2026

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 incl Gift Aid - see Note 1	2,016	17,024			19,040	17,173
Legacies					-	-
Grants - see Note 2	234	6,000			6,234	430
Receipts from fundraising activities		319			319	1,080
Gross trading receipts	11,494				11,494	12,372
Bank interest	101				101	122
Rents from land & buildings					-	-
Gross receipts from other charitable activities - see Note 3		1,502			1,502	1,329
Refund of Statutory Maternity Pay					-	6,705
Refund of employee income tax		1,132			1,132	
Miscellaneous					-	323
A1 Sub total	13,845	25,977	-	-	39,822	39,534
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	13,845	25,977	-	-	39,822	39,534
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments	4,122				4,122	4,691
Investment management costs					-	
Payments relating directly to charitable activities - see Note 4	7,628	13,249			20,877	34,357
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
A3 Sub total	11,750	13,249	-	-	24,999	39,048
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	11,750	13,249	-	-	24,999	39,048
Net receipts / (payments)	2,095	12,728	-	-	14,823	486
A5 Transfers to / (from) funds	-	-	-	-	-	-
Surplus / (deficit) for year	2,095	12,728	-	-	14,823	486

BASICS Trust

SC026791

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	25,395	5,996			31,391	30,905
	Surplus / (deficit) shown on receipts and payments account	2,095	12,728			14,823	486
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	27,490	18,724	-	-	46,214	31,391

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

Christine Turnbull
WILSON SMITH

Christine Turnbull
WILSON SMITH

26/8/26
26/6/26

C1

Nature and purpose of funds

Unrestricted Fund 1 - HBOS Open Door Trading Account
Unrestricted Fund 2 - Barclays Bank Property Account (Reserved).
Restricted Fund 1 - HBOS BUSY Youthwork Account

C2 Grants Paid Out

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

C3a Trustee remuneration

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)

x

C3b Trustee remuneration - details

Authority under which paid

£

C4a Trustee expenses

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

C4b Trustee expenses - details

	Number of trustees	£
Susanne Wilson, refund for café supplies	1	54
Susanne Wilson, refund for stationery		16
Christine Turnbull, refund for BUSY resources (2 transactions)	1	94
Wilson Smith, refund for replacement parts for water heater	1	44

C5 Transactions with trustees and connected persons

Nature of relationship		Nature of transaction		Transaction amount (£)	Balance outstanding at period end (£)
S	Trustee's son, t/a M Wilson Heating	Annual service of boiler		155	0

C6 Other information

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	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 £
Open Door - Groups and individuals	786				786	970
Open Door - use of premises	1,230				1,230	1,182
BUSY - S/Os, envelopes, lump sums		14,649			14,649	12,835
BUSY - Gift Aid claimed on donations		2,375			2,375	2,186
Total	2,016	17,024	-	-	19,040	17,173

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
WLC Pensioners' Christmas Fund	234		234	250
SU Scotland grant for Youth Work		6,000	6,000	180
			-	-
			-	-
Total	234	6,000	6,234	430

3 Gross receipts from other charitable activities

	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 £
Collected fees for BUSY outings and activities		724			724	1,007
Collected fees for SU Camps		778			778	300
					-	-
					-	-
Sale of donated goods	-				-	22
					-	
					-	
Total	-	1,502	-	-	1,502	1,329

4 Payments relating directly to charitable activities

	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 £
Rates, heat, light and water	3,850				3,850	3,877
Insurance	1,774	44			1,818	2,111
Equipment, repairs and maintenance	799	238			1,037	1,514
Telephone and software subscriptions	332	292			624	346
PPL PRS Music Licence	634				634	612
Pensioners' Tea	202				202	213
Bank charges	37	3			40	
Legal Fees					-	
SU Scotland Admin Fee		2,004			2,004	2,004
Youth worker salary and related costs		8,056			8,056	18,382
Youth work resource, activity and publicity costs		314			314	1,244
Youth work outings		896			896	1,830
SU Camp fees		1,099			1,099	1,964
Training		-			-	-
Miscellaneous		303			303	260
Total	7,628	13,249	-	-	20,877	34,357

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
	HBOS Open Door Trading Account	Barclays Bank Property Account				
Receipts						
Donations incl Gift Aid	2,016				2,016	2,152
Legacies	-				-	-
Grants	234				234	430
Receipts from fundraising activities	-				-	-
Gross trading receipts	11,494				11,494	12,372
Bank interest		101			101	122
Rents from land & buildings	-				-	-
Gross receipts from other activities	-				-	22
Miscellaneous	-				-	112
Sub total	13,744	101	-	-	13,845	15,210
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	13,744	101	-	-	13,845	15,210
Payments						
Expenses for fundraising activities	-				-	-
Gross trading payments	4,122				4,122	4,691
Investment management costs	-				-	-
Payments relating directly to charitable activities	7,628				7,628	7,813
Grants and donations	-				-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
Miscellaneous					-	-
Sub total	11,750	-	-	-	11,750	12,504
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	11,750	-	-	-	11,750	12,504
Net receipts / (payments)	1,994	101	-	-	2,095	2,706
Transfers to / (from) funds	-	-	-	-	-	(2,500)
Surplus / (deficit) for year	1,994	101	-	-	2,095	206

Nature and purpose of funds

Fund 1 - HBOS Open Door Trading account

This is used for all operations relating to the running of the Open Door cafe.

Fund 2 - Barclays Bank Property Account

This is money set aside to meet any emergency repairs or expenses related to maintenance of the Open Door building.

Additional analysis (3)

6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
HBOS BUSY Youthwork Account						
Receipts						
Donations incl Gift Aid	17,024				17,024	15,021
Legacies	-				-	-
Grants	6,000				6,000	-
Receipts from fundraising activities	319				319	1,080
Gross trading receipts	-				-	-
Bank interest	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other activities	1,502				1,502	1,307
Refund of Statutory Maternity Pay	-				-	6,705
HMRC Refund of employee income tax	1,132				1,132	
Miscellaneous	-				-	211
	25,977	-	-	-	25,977	24,324
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	25,977	-	-	-	25,977	24,324
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	13,249				13,249	26,544
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Bank admin charge					-	
					-	
Sub total	13,249	-	-	-	13,249	26,544
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	13,249	-	-	-	13,249	26,544
Net receipts / (payments)	12,728	-	-	-	12,728	(2,220)
Transfers to / (from) funds	-				-	2,500
Surplus / (deficit) for year	12,728	-	-	-	12,728	280

Nature and purpose of funds

HBOS BUSY Youthwork account

This is used for all operations relating to the running of the BUSY Project youth work organisation.

Basics Trust

Scotland - Charity number SC026791

Accounts

THE BASICS TRUST

Brothers and Sisters in Christ's Service

Registered Scottish Charity No: SC026791

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2025



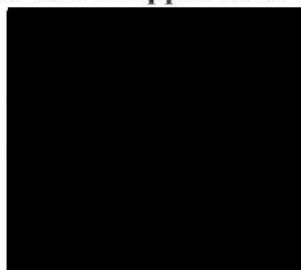
Reference and Administration Details

Charity Name: The BASICS Trust

Charity Registration Number: SC026791

Charity's principal address: The Open Door
28 East Main Street
Uphall
West Lothian
EH52 6HY

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



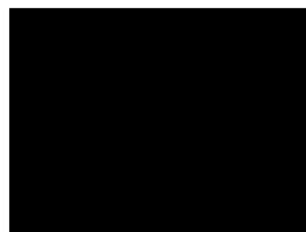
Office-bearers

Chairperson:

Treasurer:



Independent Examiner:



Bankers

Bank of Scotland
54-55 The Centre,
Livingston,
West Lothian.
EH54 6NB

Barclays Bank
Leicester
LE87 2BB

Trustees' Annual Report for the Year Ended 31st March 2025

Structure, Governance and Management

Governing Document

The charity is administered in accordance with the terms of the Declaration of Trust dated 13th May 1997.

Recruitment and Appointment of Trustees

Trustees can be appointed as and when required at meetings of the Trustees, with no fixed term of office.

Organisational Structure

The Trustees have responsibility for two areas of operation - the Open Door café and the BUSY Project youth work organisation. The Trustees also have responsibility for the upkeep and maintenance of the property i.e. the Open Door, at 28 East Main Street, Uphall, as this is owned by the trust. The Trustees meet three to four times per year.

The Open Door is managed by the Trustees through delegation to a Management Team who exercise responsibility for running the day to day affairs of the Open Door. For the year under review, the Open Door Management Team comprised six volunteers who routinely met once a month. One member of the management team is also a trustee.

The BUSY Project (full title – the Broxburn, Uphall and Strathbrock Young People's Project) is a youth work organisation run with the support of local churches; Broxburn and Uphall Parish Church, Uphall South Parish Church and King's Church West Lothian, and in association with SU Scotland. The trustees delegate the management of the youth work to a team consisting of representatives from the participating churches and from SU Scotland. Currently this team includes two trustees. The BUSY management team met six times during the year under review year to manage the detail of activities, communications and finances.

BUSY Project youth workers are employed by the BASICS Trust. One is an Associate Worker, through SU Scotland's Associate Worker programme. This arrangement means SU Scotland provides support with payroll, line management and training for the youth worker, and training for the volunteers and trustees. In addition SU Scotland provides the framework and processes for Child Protection, including the vetting of staff and volunteers through Disclosure Scotland.

Trustees' Annual Report Continued

Objectives and Activities

Charitable Purposes

The charitable purposes of BASICS Trust are:

- * the advancement of the Christian Religion in Scotland
- * improving the conditions of life for the inhabitants of Uphall, Broxburn and the surrounding areas, through the provision of premises with a caring environment, in the interests of social welfare, through recreation and other leisure-time occupation.
- * the advancement of education of young people under the age of 21 years, in Uphall, Broxburn and the surrounding areas, with particular emphasis on the prevention of crime and anti-social behaviour by such young people.
- * improving the conditions of life for young people under the age of 21 in Uphall, Broxburn and the surrounding areas, in the interests of social welfare and to assist in their development to full maturity as individuals, and as members of society .
- * such other purpose as will aid in achieving the above.

Trustees' Annual Report Continued

Summary of Main Activities

The Open Door

The Open Door aims to satisfy the purposes of the Trust of improving conditions of life for local people, by providing premises with a welcoming, caring environment. The aim includes improving the quality of life for elderly and vulnerable people in Uphall and Broxburn, especially by meeting needs of loneliness and social isolation.

The Open Door is situated at 28 East Main Street, Uphall. It is a community facility, open and available to everyone regardless of age, faith or background. During the day, it is open for coffees, teas, baked goods and light meals. It is staffed entirely by volunteers.

Outside of these cafe hours the premises are regularly used by local groups for meetings or events, and by the BUSY Project for youth work.

The successful trading of the Open Door, along with donations from café customers, contributes to the funding of The BUSY Project.

The BUSY Project

The BUSY Project wants to see young people thrive, and have hope, at the centre of a community that values them.

BUSY works with young people in school and in the community. BUSY activities provide a nurturing environment where all present feel safe and are encouraged to take part when they feel comfortable doing so.

The BUSY Project also works closely with SU Scotland, encouraging young people to take part in weekend and mid-week camps by providing subsidised places along with BUSY leaders at nominated events. These events give young people a superb holiday experience and provide a simple introduction to the Christian faith.

< *BUSY youth work at Uphall South Church*

Trustees' Annual Report Continued

Achievements and Performance

The Open Door

The Open Door cafe continued to operate four days a week throughout the year, maintaining its regular, loyal clientele alongside a good number of new customers. The average number of customers per week has remained fairly constant, with the cafe appealing to people looking for a safe, social space in which to share a cuppa and a conversation. Also with the cost of living increasing significantly for many people, the Open Door offers food and drinks at the lowest possible prices. Customers are very appreciative of this place to meet with their friends and to make new acquaintances.

Most days the number of volunteers on the rota is three, which allows for the best possible service and gives volunteers a chance to chat with customers alongside serving their drinks.

Sale of general greetings cards with a Christian focus continued to be an important service of outreach to Christians in the local community, all year round, but especially over the Easter and Christmas periods. The cards are supplied by the Faith Mission bookshop in Dunfermline on a sale or return basis.

The jigsaw exchange has continued throughout the year with jigsaws still being a popular pastime. The initiative raised £219 directly for the BUSY Project and continued to attract a good number of repeat customers.

For a second year, Christmas Afternoon Tea was provided in the Open Door, exclusively for local pensioners. This event was funded by West Lothian Council's Pensioners' Christmas Fund and again proved very popular. It allowed the Open Door volunteers to serve sandwiches, cakes, mince pies and hot drinks to a total of 50 local pensioners.

The BUSY Project

The BUSY Project has employed a youth worker since 2005. [REDACTED] has been employed in this role for over ten years and sadly resigned from her post at the end of January this year. She moved on to freelance community development work for galleries and museums in Edinburgh, and will spend more time with her family. Her creativity and her talent for nurturing the BUSY young people will be missed.

[REDACTED] worked part time alongside a small team of key volunteers and with support from the management team. These volunteers are now maintaining BUSY activities until a new youth worker can be appointed.

The youth work team was supplemented during the year by the addition of a sessional youth worker, [REDACTED] who helped to lead Friday youth clubs from October onwards. [REDACTED] is a student, who will leave BUSY again at the end of April to take up an internship, related to his course of study. It is planned to bring in a new youth worker for the start of the new school year in August 2025.

Trustees' Annual Report Continued

Regular BUSY activities:

Activities which ran throughout the year during school term times consisted of :

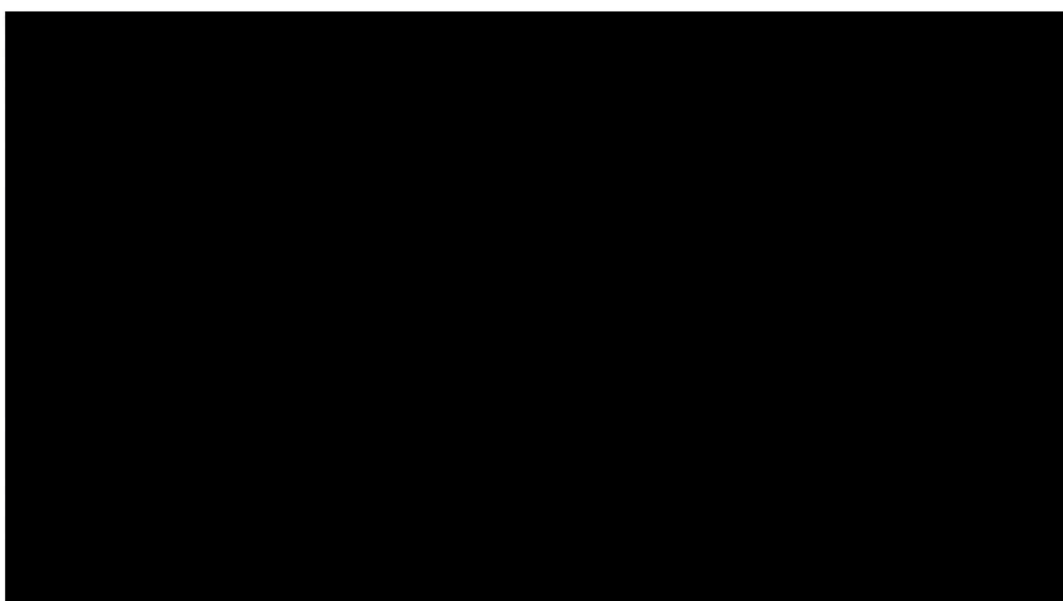
- * Thursday Drop In at lunch time in Broxburn Academy, offering games and snacks - the group is designed to help young people socialise. Approximately 20 young people from all stages of secondary school attend each week. They say they enjoy the quiet area to hang out in at lunch times.
- * Engage Bible Study running weekly in the Open Door. This group allows young people to explore the relevance of faith and the bible to their lives.
- * Participation in RMPS classes in Broxburn Academy
- * Friday Youth Club every week in Uphall South Church Hall, attracting up to 30 young people, to play electronic or board games, craft activities and pool. Again the emphasis is very much on encouraging young people in the development of social skills and healthy peer relationships. New faces have joined the youth club regulars following a classroom visit by the youth worker to Kirkhill Primary school.
- * An additional mental health support group was run in Broxburn Academy during the period of the SQA exams, open to anyone sitting these exams in 2024.

Residential events:

The BUSY Project encouraged their young people to participate in residential events run by SU Scotland.

- * In July 2024, a group of young people were taken for a day trip to Magnitude Christian Youth Festival at SU Scotland's Lendrick Muir. This will be followed up by a camping trip there for the full 5 days of the festival in summer 2025.
- * In February 2025, a group of sixteen young people, along with BUSY volunteer leaders, attended a weekend break at Lendrick Muir. Many of these were attending their first weekend away with BUSY and responded very positively to worship sessions and to bible based discussion.

Places at Magnitude and at the other camps are heavily subsidised by the BUSY Project to allow BUSY young people the chance to participate, when they otherwise would not be able to.



Blindfold challenges (Night Line) at SU Lendrick Muir weekend

Trustees' Annual Report Continued

Holiday Programmes :

- * Easter Buzz - during the Easter school holidays 2024, the BUSY programme included
 - Study Space - quiet time in the Open Door for S4 - S6 young people to revise for upcoming exams,
 - Craft and Lego workshops
 - an outing to Deer Park, Livingston, for 10-pin bowling
 - a game night with board and electronic games
- * Summer Buzz - the summer 2024 programme included
 - trip to Innoflate inflatables park in Livingston
 - a day out in Edinburgh with picnic and visit to the National Portrait Gallery
 - Frisbee and other outdoor games in a local park
 - arts and crafts workshops in Uphall South Church.

Numbers attending the outings continued to be really encouraging but the outdoor games and crafts sessions less so. This gives us the challenge of coming up with a more attractive offering for summer 2025.

* Christmas - BUSY young people returned to the Edinburgh Christmas Wonderland for an afternoon of carnival rides, Christmas market shopping and ice skating, followed by food at MacDonalds. As in previous years, this trip attracted more than 20 young people.

Management :

██████████ the youth worker returned to work, at the start of February 24 and did much to develop the youth work programme over the year, most especially building cooperative working with staff in Broxburn Academy, to deliver an increased schools based programme of activities. She subsequently resigned at the end of January 25 and the schools based work is now being maintained by volunteers.

The Management Team continued to meet every six weeks or so throughout the year with the main focus of resourcing the youth work programme and ensuring sufficient finances. As the project moves into the next year, recruiting a new youth worker will also be a priority.

Thank You

The activity described in this annual report was the result of a great deal of time and effort on the part of many volunteers. The trustees wish to record their thanks to all management team members, volunteers and supporters for their commitment to the continuing work of the BASICS Trust.

Trustees' Annual Report Continued

Financial Review

Overall the BASICS accounts show a small surplus of £486 for the financial year under review; the Open Door café traded at a surplus of £2,706 (unrestricted). £2,500 of this was transferred to the BUSY Youth Work account to offset a youth work deficit of £2,220 (restricted).

The BUSY Youth Work account will have a starting balance of £5,996 for youth work in the coming year.

Income

Total income for the Open Door was £15,210. This included £11,402 generated by the trading operations of the café; £970 from the sale of greetings cards and £22 from the sale of sundry items. The remaining £2,816 comprised donations of £2,152 from customers and other supporters, bank interest of £122, miscellaneous income items of £112, and finally 2 grants from West Lothian Council totalling £430. These grants were used to fund Pensioners' Christmas afternoon tea and the purchase of a new fridge.

Total income for the BUSY Project was £24,324. £10,120 of this was donated by local supporters through regular standing orders and one-off donations, with the addition of £2,186 tax reclaimed through Gift Aid. £2,715 was contributed by local churches supporting the BUSY Project and £1,080 was generated through fund raising activities. There was miscellaneous income amounting to £211 and a sum of £1,307 collected in payments towards youth work outings and SU camps. Finally, this year there was the full refund from HMRC of £6,705 representing Maternity Pay paid out in the previous financial year.

Expenditure

Total expenditure of the café was £12,504 for the year. £4,854 was spent on buying in stock for the year; £4,007 in food for the café and £847 in greetings cards purchases. The largest element of overhead expenditure during the year was the utilities bills, which totalled £3,877, with property and public liability insurances costing £1,280 and a licence for playing music £612. Telephone and broadband costs were £317. Purchase of equipment along with repairs and maintenance costs amounted to £1,514. Finally there was a small miscellaneous expenditure of £50.

We have achieved a saving in the costs of gas and electricity of £1,551 compared to last year, having been on reduced tariffs for the full financial year. These current tariffs are fixed until the end of December 2026.

The cost of running the BUSY Project for the past year was £26,544 with the majority of this, £18,382, representing the costs of employing the youth workers. The annual SU Scotland admin fee amounted to £2,004. Other office, printing, telephone and miscellaneous costs totalled £403. Costs directly associated with running youth work activities amounted to £2,960, with a further £1,964 used to subsidise sending young people to SU Scotland camps. The annual premium for Employers' liability insurance was £831.

Trustees' Annual Report Continued

Balances as at 31/03/25

Open Door Trading Account (unrestricted) - £17,048

Property a/c for Repairs & Renewals (unrestricted) - £8,347

Busy Project Youth worker Account (restricted) - £5,996

Total in all accounts - £31,391

Donated Facilities and Services

The Open Door thrives through the tremendous efforts of its team of volunteers who give generously of their time to cook, clean, tidy and look after customers during the cafe's regular opening hours. We are extremely grateful to these people.

The BUSY Project, also, relies on a team of dedicated youth work volunteers to support all planned events and activities. In another year of personnel changes for the BUSY Project, the support of these volunteers has been vital to the continuity of the youth work offering in the local community. We are very grateful for this support. Also thanks go to Broxburn Academy and to Uphall South Church for allowing the use of their premises; classrooms and church halls respectively, in which to run youth work activities.

Reserves Policy

It is the policy of the Trustees to maintain a balance of at least £8,000 in the property account, in order to cover any unforeseen emergency repairs that may be required to the Open Door premises.

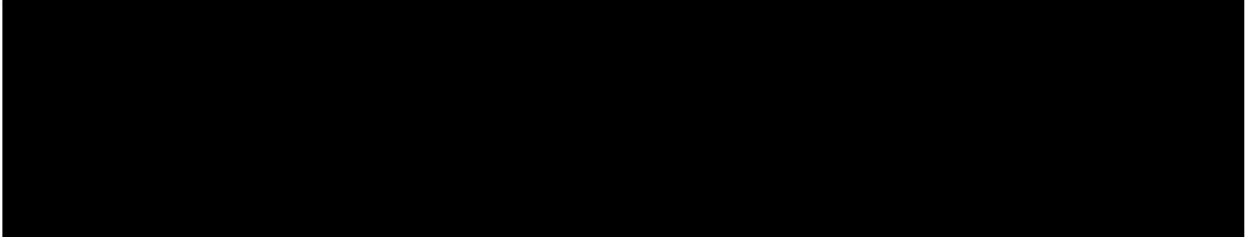
In addition, it is the aim to maintain a balance equal to six months' running costs of the Open Door and the BUSY Project in the BASICS accounts. Six months' running costs amount to approximately £6,000 for the Open Door and £14,000 for youth work.

As at the end of this year, BASICS Trust hold reserves in excess of this amount. It is the intention of the trustees to prioritise these funds to continue to support the BUSY Project youth work in the year ahead.

Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:



Independent Examiner's Report to the Trustees of The BASICS Trust

I report on the accounts of the charity for the year ended 31st March 2025, which are set out on pages 13 to 18.

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 (as amended). 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 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

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.

Name

Address:

Signed

Date



Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2024		31	March	2025

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 incl Gift Aid - see Note 1	2,152	15,021			17,173	16,311
Legacies					-	-
Grants - see Note 2	430				430	186
Receipts from fundraising activities		1,080			1,080	281
Gross trading receipts	12,372				12,372	11,631
Bank interest	122				122	108
Rents from land & buildings					-	-
Gross receipts from other charitable activities - see Note 3	22	1,307			1,329	736
Refund of Statutory Maternity Pay		6,705			6,705	-
Miscellaneous	112	211			323	-
A1 Sub total	15,210	24,324	-	-	39,534	29,253
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
A2 Sub total	-	-	-	-	-	-
Total receipts	15,210	24,324	-	-	39,534	29,253
A3 Payments						
Expenses for fundraising activities					-	-
Gross trading payments	4,691				4,691	4,495
Investment management costs					-	-
Payments relating directly to charitable activities - see Note 4	7,813	26,544			34,357	28,376
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
Other					-	-
A3 Sub total	12,504	26,544	-	-	39,048	32,871
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
A4 Sub total	-	-	-	-	-	-
Total payments	12,504	26,544	-	-	39,048	32,871
Net receipts / (payments)	2,706	(2,220)	-	-	486	(3,618)
A5 Transfers to / (from) funds	(2,500)	2,500	-	-	-	-
Surplus / (deficit) for year	206	280	-	-	486	(3,618)

Categories

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

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

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

Signature

Print Name _____

Date of approval

30.4.25
30/04/25

Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	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 £
Open Door - Groups and individuals	970				970	1,251
Open Door - use of premises	1,182				1,182	750
BUSY - S/Os, envelopes, lump sums		12,835			12,835	12,327
BUSY - Gift Aid claimed on donations		2,186			2,186	1,983
Total	2,152	15,021	-	-	17,173	16,311

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
WLC Pensioners' Christmas Fund	250		250	186
WLC Local Members Disbursement Fund	180		180	-
			-	-
			-	-
Total	430	-	430	186

3 Gross receipts from other charitable activities

	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 £
Collected fees for BUSY outings and activities		1,007			1,007	690
Collected fees for SU Camp		300			300	-
					-	-
					-	-
Sale of donated goods	22				22	46
					-	
					-	
Total	22	1,307	-	-	1,329	736

4 Payments relating directly to charitable activities

	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 £
Rates, heat, light and water	3,877				3,877	4,841
Insurance	1,280	831			2,111	1,943
Equipment, repairs and maintenance	1,514	-			1,514	341
Telephone and software subscriptions	317	29			346	503
PPL PRS Music Licence	612				612	576
Pensioners' Tea	213				213	172
Legal Fees					-	264
SU Scotland Admin Fee		2,004			2,004	2,004
Youth worker salary and related costs		18,382			18,382	13,950
Youth work resource, activity and publicity costs		1,244			1,244	559
Youth work outings		1,830			1,830	1,544
SU Camp fees		1,964			1,964	1,547
Training		-			-	-
Miscellaneous		260			260	132
Total	7,813	26,544	-	-	34,357	28,376

Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below HBOS Open Door Trading Account	Unrestricted fund 2 - enter name of fund below Barclays Bank Property Account	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 incl Gift Aid	2,152				2,152	2,001
Legacies	-				-	-
Grants	430				430	186
Receipts from fundraising activities	-				-	-
Gross trading receipts	12,372				12,372	11,631
Bank interest		122			122	108
Rents from land & buildings	-				-	-
Gross receipts from other activities	22				22	46
Miscellaneous	112				112	-
Sub total	15,088	122	-	-	15,210	13,972
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	15,088	122	-	-	15,210	13,972
Payments						
Expenses for fundraising activities	-				-	-
Gross trading payments	4,691				4,691	4,495
Investment management costs	-				-	-
Payments relating directly to charitable activities	7,813				7,813	7,437
Grants and donations	-				-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	264
					-	-
					-	-
Sub total	12,504	-	-	-	12,504	12,196
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	12,504	-	-	-	12,504	12,196
Net receipts / (payments)	2,584	122	-	-	2,706	1,776
Transfers to / (from) funds	(2,500)				(2,500)	(6,000)
Surplus / (deficit) for year	84	122	-	-	206	(4,224)

Nature and purpose of funds

Fund 1 - HBOS Open Door Trading account

This is used for all operations relating to the running of the Open Door cafe.

Fund 2 - Barclays Bank Property Account

This is money set aside to meet any emergency repairs or expenses related to maintenance of the Open Door building.

Additional analysis (3)**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
HBOS BUSY Youthwork Account						
Receipts						
Donations incl Gift Aid	15,021				15,021	14,310
Legacies	-				-	-
Grants	-				-	-
Receipts from fundraising activities	1,080				1,080	281
Gross trading receipts	-				-	-
Bank interest	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other activities	1,307				1,307	690
Refund of Statutory Maternity Pay	6,705				6,705	-
Miscellaneous	211				211	-
	24,324	-	-	-	24,324	15,281
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	-
Proceeds from sale of investments					-	-
Sub total	-	-	-	-	-	-
Total receipts	24,324	-	-	-	24,324	15,281
Payments						
Expenses for fundraising activities					-	-
Gross trading payments					-	-
Investment management costs					-	-
Payments relating directly to charitable activities	26,544				26,544	20,665
Grants and donations					-	-
Governance costs:					-	-
Audit / independent examination					-	-
Preparation of annual accounts					-	-
Legal costs					-	-
Bank admin charge					-	10
Sub total	26,544	-	-	-	26,544	20,675
Payments relating to asset and investment movements						
Purchases of fixed assets					-	-
Purchase of investments					-	-
Sub total	-	-	-	-	-	-
Total payments	26,544	-	-	-	26,544	20,675
Net receipts / (payments)	(2,220)	-	-	-	(2,220)	(5,394)
Transfers to / (from) funds	2,500				2,500	6,000
Surplus / (deficit) for year	280	-	-	-	280	606

Nature and purpose of funds**HBOS BUSY Youthwork account**

This is used for all operations relating to the running of the BUSY Project youth work organisation.