

OSCR

Office of the Scottish Charity Regulator

Day	Month	Year
31	3	2021

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
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Structure, governance and management

Type of governing document	CANAPE was co-founded by Jane Bainbridge and Raymond Bainbridge and was recognised as a Scottish Charity on the 28 th May, 2010. The charity is administered in accordance with the terms of Charities and Trustee Investment (Scotland) Act 2005. CANAPE has since changed their legal status to SCIO (Scottish Charitable Incorporated Organisation) in 2014 and is still administered in accordance with OSCR.
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Trustee recruitment and appointment	The Trustees were those appointed on the establishment of the charity and represented the minimum required. Appointment and removal is in accordance with the requirements for Scottish Charities which required that appointment is approved by unanimous agreement of the existing trustees and removal of any trustees by the unanimous agreement of the others. As per constitution, minimum number 3 – maximum number 6.
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Objectives and activities

Charitable purposes	The organisation is established for charitable purposes only, and in particular the objects are: <ol style="list-style-type: none"> 1. The prevention or relief of poverty; and 2. The advancement of education; and 3. The advancement of citizenship or community development; and 4. The relief of those in need by reason of age, ill health, disability, financial hardship or other disadvantage
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Summary of the main activities in relation to these objects	CANAPE SCIO work with vulnerable young people aged 16 – 24 who have offended in the past. We currently offer the following services. <ol style="list-style-type: none"> 1. Emotional support/mentoring 2. Voluntary work experience in our outside/event catering social enterprise
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*Guidance is required how to amend this section to widen the scope of those being supported.

APPENDIX 1

Achievements and performance

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

Limited activity due to ill health

Suppliers were contacted to issue refunds for equipment paid for but not physically received.

We handed over all our accounts to [REDACTED] to prepare for external verification for OSCR.

December 2020 during lockdown we attempted to provide 50 free 3 x course Christmas Dinners to vulnerable and isolated individuals in Hamilton area.

Donations in kind allowed over 200 free 3 x course dinners to be delivered free of charge by a local taxi company.

Over 100 of those individuals also received a Hogmanay munchie bag.

Financial review

Brief statement of the charity's policy on reserves

No reserves

Details of any deficit

No deficit

Donated facilities and services (if any)

Use of kitchen donated
Food and time donated
Taxi delivery donated

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)
*OSCR will accept
digital or typed
signatures*

Full name(s)

Position (e.g. Chair)

Trustee

Trustee

Date

10th April, 2025

10th April 2025

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	5,769				5,769	5,767
	Surplus / (deficit) shown on receipts and payments account					-	
						-	
						-	
	Cash and bank balances at end of year	7,612	-	-	-	7,612	5,769
	(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

10th April 2025

10th April 2025

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

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[illegible]

<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	£

[illegible]

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APPENDIX 3



Independent examiner's report on the accounts

v2

Report to the trustees/members of

Charity name

CANAPE - Choosing A New And Positive Employment SCIO

Registered charity number

SC 041536

On the accounts of the charity for the period

Period start date

Day

Month

Year

01

04

2020

to

Period end date

Day

Month

Year

31

03

2021

Set out on pages

(remember to include the page numbers of additional sheets)

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 [other than that disclosed on the attached page*]

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

Signed**:

Name:

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

Address:

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

**OSCR will accept digital or typed signatures.

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

N/A.

